

Stenography;

OR;

Short-hand Improved:

BEING

The most compendious, lineal, and easy method hitherto extant.

The Persons, Moods, Tenses & Particles which most frequently occur, are adapted to join with Ease & Accuracy at pleasure:

The Rules are
Laid down with such Propriety, Consistence, & Perspicuity,
that the Practitioner will need no other Assistance.

The WHOLE Illustrated with
An Alphabetical Praxis, adapted to all Purposes in general,
but more particularly to the three learned professions; namely,

Cav. Physic, & Divinit.

BY
John Angell;

Who has practised this Art above 30 Years.

Matthew Ch. XXII Ver. 37, 38, 39, 40

1758.

The SECOND EDITION.

Printed for & Sold by M. Angell in Lincoln's Inn Passage, B. Martin
in Fleet Street, and W. Nicol in St. Pauls Church-yard.

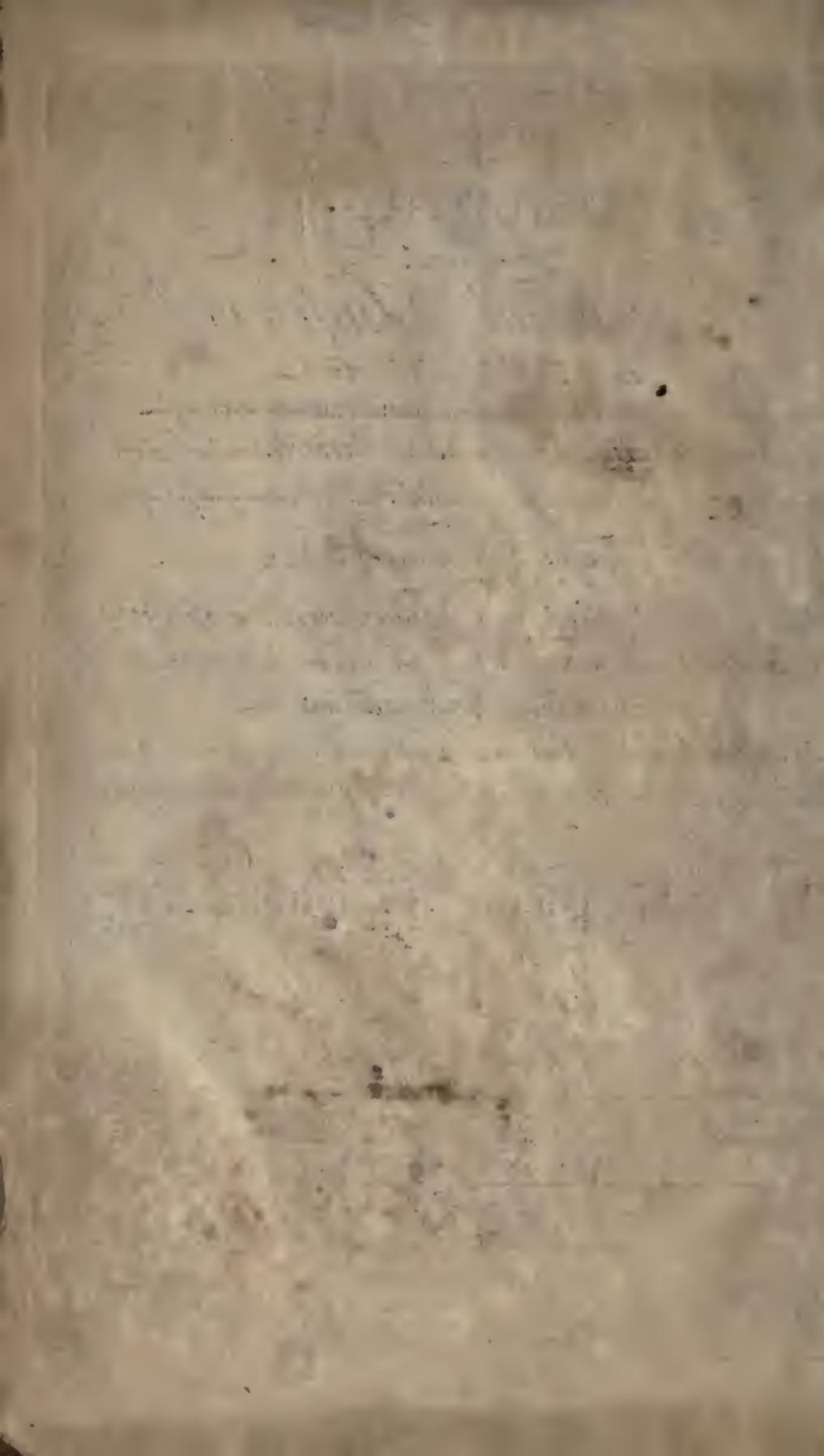
Entered in the Stationers Hall Book.

Price Bound 7 Shillings.

The Author's

Stationers Hall.

1758.





To the MOST NOBLE
C H A R L E S,
D U K E O F
R I C H M O N D, L E N O X, A U B I G N Y,
&c. &c.

May it please YOUR GRACE,

THE Improvement of Arts and Sciences has always been esteemed laudable ; and in Proportion to their Utility and Advantage to Mankind, they have generally gained the Patronage of Persons the most distinguished for Birth, Learning, and Reputation in the World.

To improve the Art of SHORT-HAND, is the Design of the ensuing Pages. An Art not inferior to many Sciences, as adapted to various important Purposes ; notwithstanding it has not yet arrived at the Perfection it is capable of ; some Authors having rendered it very difficult by a Multiplicity of Rules, and others perplexed and confounded it, by arbitrary, intricate, and impracticable Schemes. To rectify those Errors, adapt it to all Capacities, and fit it for the most useful Purposes, has been my sole View in the

DEDICATION.

following Plates; which I have endeavoured to illustrate by a suitable Introduction. To this I have prefixed a concise and impartial History of the Origin and progressive Improvements of this Art: And as I have submitted the Whole to the Inspection of accurate Judges, whose Approbation I am honoured with, I most humbly crave Leave to publish it to the World under your Grace's Patronage; not merely on account of your great Dignity and high Rank in Life; though these receive a Lustre from your Grace's Humanity; but also from a Knowledge of your Grace's Disposition to encourage every useful Art, and favour all true Promoters of Science. That your Grace may long live, the Friend of Learning, the Guardian of Liberty, and the Patron of Virtue; and that then your Name may be transmited with the highest Honour and Esteem to latest Posterity; is the ardent Wish of

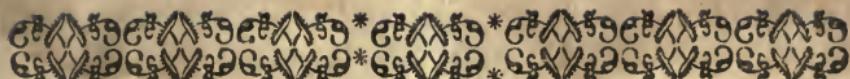
YOUR GRACE'S

Ever respectful,

Most dutiful, and

Most humble Servant,

JOHN ANGELL.



P R E F A C E.

WHEN the curious and useful Art of Writing was first introduced into the World, or by whom invented, our best Historiographers have not determined.

Cadmas, King of *Thebes*, is said to be the first that introduced the Use of 16 Letters into *Greece*, about the Year of the World 2620*; and *Palamedes* is likewise said to have invented four other Letters during the Siege of *Troy*. Some relate, that *Rhadamanthus* brought them into *Affyria*, and *Memnon* into *Egypt*: Others say, that the *Phœnicians*, and others again, that the *Ethiopians*, first had the Knowledge and Use of Letters †.

* Some Historians make mention of *Hieroglyphic Characters*, as the most ancient Method of conveying Ideas to one another; and that *Hermes*, surnamed *Trismegistus*, as a Philosopher, King, and Priest, (about the Year of the World 2076) first introduced them into the Heathen Theology, in some measure to express their most important and sacred Ideas; but at other Times they used them as emblematic Figures among the *Egyptians*, to cover or conceal their Secrets. Thus Eternity was represented by a round Circle; a King, by a Sceptre, with an Eye in the Top; Strength and Fortitude, by the Figure of a Lion; Agriculture, by that of an Ox; Liberty, by that of a Horse, &c. &c.

† *Goodwin's Antiquities*, lib. vi. c. 7. p. 248.

But, upon better Grounds, it is thought that *Moses* first taught the Use of *Letters* to the *Jews*; and that the *Phænicians* learned them from the *Jews*; and the *Grecians* from the *Phenicians* ‡.

According to all Accounts, Writing in no Age or Nation came to its Perfection on a sudden, but by slow Degrees: And it is very reasonable to suppose, that when Mankind had learned to write with a good Measure of Exactness, some Methods of *Brevity* would be their next Attempt, as the *Advantages* thereof must be obvious to every one. And this will be found, upon Enquiry, agreeable to *Fact*. Sundry Methods, therefore, of Abbreviations for compendious Writing, were gradually contrived by the Curious, and have been introduced into their respective Languages, according as more Skill and greater Perfection in writing them were acquired.

We find there were some of distinguished Character among the *Hebrews*, for their Expertness in writing, even in the Days of the *Judges*. And in the Time of King *David*, if not earlier, there were Persons whose peculiar Business it was to write with uncommon Expedition: *My Tongue*, says he, *is the Pen of a ready Writer*. Some conjecture that they had peculiar Characters and Marks: But that is not certain; only that they were dexterous in the Art of writing *Hebrew*. And if Methods of Abbreviation in writing *Hebrew* were not yet invented, *After-ages* got much into them. *Buxtorf* hath written a learned History of *Hebrew Abbreviations*, as a Key to understand the *Rabbincal Authors*. Some of these are the initial Letters of several Words, joined together as One, and marked at the Top with Points; and sometimes final Letters; and at other Times contracted Words, by making the two or three first Letters stand for the whole Word. The *Jews* were so delighted with this compendious Method of Writing, that it was generally introduced into their Books, Epistles, and Writings; but this was productive of much Difficulty and Confusion. They had likewise some arbitrary

‡ *Euseb. Præpar. Evang.*

Marks to express Words, particularly for the Name of *God*, *Jehovah*, &c.

This Kind of Writing was also by degrees introduced (and at length commonly prevailed) among the *Greeks*. The learned *Nicholai* gives it as his Opinion, that *Xenophon* (the Historian and Philosopher) first taught the *Greeks* to write by Notes, in the Nature of Characters; and this is confirmed by *Laertius* †, who mentions their two Methods of Writing; *viz.* One by Contractions of Words; the other, by arbitrary Marks.

The celebrated Antiquarian *Montfaucon* says, that the *Tachygraphical* Manner of Writing was kept up along with the other, and in every Age increased in Esteem ‡. Speaking of their *Scribes*, he says, One Sort were the *Notarii* or *Notaries*; and the *Tachygraphical*, or Short-hand Writers, were so called from their swift Writing; and from hence he infers that *Short-hand Writing* was in Use even in the fourth Century. But if they had kept to the ancient Form of their Letters, which were somewhat square, they could not be written with any considerable Degree of Swiftness; they therefore found it necessary to alter their Form to more simple or easy ones, and to join several in one Character. But this Method seems principally appropriated to the Use of the *Notarii*, from the Time of *Origen*, to the 8th or 9th Century.

The *Greeks* likewise were in the Practice of leaving out some Letters in a Word, and drawing a Stroke above, as in I c, for *Ινος*, &c.

The *Romans*, we find, came gradually into a like compendious and swift Way of Writing; amongst whom it was very common to express Words by the first Letters of which they were composed. Thus *R P* stood for *Res Publica*: *P R*, for *Populus Romanus*: *S C*; for *Senatus Consultum*, &c. These were termed by them *Notæ Literæ*. Besides these, they had other Marks or Characters chosen at Pleasure, to

† *Apud Laertium, l. ii. in ejus Vita.*

‡ *Montfaucon, de Palægraphia Græcâ.*

express Words ; and these were styled *Notæ non Literæ*. And the Number of them was very considerable ; invented by Men of Learning in succeeding Times ; but chiefly by the Poet *Ennius*, *Tullius Tyro*, &c. collected by the learned *Gruuter*, to the number of 13,000, now preserved in the Royal Academy of Paris. The Vowels are written by Characters somewhat peculiar, except *I* ; and there are certain Characters for the Beginnings and Endings of Words, as *borum*, *carum*, *tionem*, *enti*, *amus*, *emur*, &c. Many of them are a sort of Radicals, having Derivations from them, as *verax*, *veritas*, *veritatem* ; and no small Number are peculiarly adapted to express the Verbs simple, and their Compounds.

There was likewise a Set of Men among the *Romans*, who were characterised by the Name of *Notarii* ; because writing by Notes, whether in a stricter or larger Sense of the Word, was their Business.

Next to the *Roman Notarii*, the *Lawyers*, considered as a Body, were best skilled in the *Notes*, and most accustomed to writing by them ; for *Manilius* makes it the *Property* of a good *Lawyer* ;

*Qui Legum Tabulas & condita Jura
Neverit ; atque Notis levibus Pendentia Verba.*

But the Practice of *Short-writing* was not only appropriated to the *Notarii* and *Lawyers*, but extended itself to all Ranks and Degrees among the *Romans*. *OEtavius Augustus* is famous in History for using it himself, and teaching it to his Grand-children †. And the same Author mentions it to the Honour of *Titus Vespasian*, that he was very expeditious in the writing of *Short-hand*.

The taking down Orations, and Pleadings of Importance in public, was One eminent Use of it, and in which the *Romans* were ambitious to excel.

Plutarch, in his Life of *Cato*, informs us, that the celebrated Speech of *Cato*, relating to the *Catalinian Conspiracy*, was

† *Vita Octav. Augusti*, § 64.

taken and preserved in *Short-hand*. And we have many *Epi-grams* of *Ausonius*, *Martial*, and *Manilius*, descriptive and commendatory of *Short-hand*.

The most ancient Method of *Short-hand* that I have met with is a *Latin MS.* intituled, *Ars Scribendi Characteris*; or, the Art of Writing in Characters. The first Lesson or Section consists of 23 distinct Characters for the Letters.—The second treats of double Consonants; and the third distinguishes the Vowels by Dots. The fourth exhibits the Prepositions and Terminations, which he calls Auxiliaries, and of which he has a great Number. The fifth treats of the Conjugation of the Verbs. The sixth of the Indicative, Imperative, Optative, Subjunctive, and Infinitive Mood. The seventh points out how the Adverbs, Nouns, and Verbs, are to be distinguished. The eighth contains the Names of the Books of the Old and New Testament. The Author of this Tract is unknown; and it was printed in the year 1412. It has many Marks of being genuine. If so, it is very methodical for that Age; and from the Prepositions, Terminations, and Contractions in this Book, I apprehend that that Language admits of many more Abbreviations than the *English* †.

But leaving the Consideration of Swift Writing as practised by other Nations; I shall now proceed to give the best Account I can of that Kind of it, which has been formerly, as well as now, practised in our own Nation and Language.

Whilst the *Black* or *Gothick* Letter obtained amongst the *English*, diverse Contractions in Words, and many abbreviating Marks, were made use of, for the Purpose of writing more expeditiously, which occur to every one's Observation, who is conversant in ancient Manuscripts.

After the *Gothic* was laid aside, and the *Roman* Letter was introduced, the same Custom prevailed. Then *An* was made

† For a more particular Account hereof, I refer the Curious to an Historical Account of Swift Writing, by the Rev. Mr. *Philip Gibbs*. Bishop *Wilkins*'s Treatise of a real and universal Character. *Montfaucon*'s Antiquities, &c.

to stand for *Answer*: *Bp* for *Bishop*; and many other usual Abbreviations, mentioned in the modern *English* Grammar.

Besides this Method, another was practised, of leaving out the Vowels, and attending only to the sounding Consonants: Which Method, if not invented, was improved and recommended by Mr. *Radcliff*, of *Plymouth*. This was done analogous to the *Hebrew* Language, and was practised for a considerable Time; but was not without its Objections; for nothing was done, comparatively speaking, amongst the *English*, in regard to *Swift-writing*, till what we call Characters (*i. e.* Brief Strokes for Letters, and Marks to signify *Words*) were discovered; which fell out in the Reign of Queen *Elizabeth*, in 1588 †. Then it was that **TIMOTHY BRIGHT**, M. D. published a Treatise called *Characterie*; or, *The Art of Short, Swift, and Secret Writing by Character*. This he dedicates to the Queen, in which he tells her Majesty, that *Cicero* accounted it worthy of his Labour, and no less profitable to the Commonwealth, to invent a speedy Kind of Writing by Character; and that his wanted nothing to equal the Device of *Cicero*, but her Majesty's Allowance, and *Cicero's* Name. What is most remarkable, is his Table of Words, with the Characters adjoining to them, and his being very sanguine with respect to his new Performance.

Mr. **PETER BALES** soon after published an Improvement upon it, intitled, *Brachygraphy*. His Scheme was, to write the after mentioned charactery Words by the *Roman Letters*, with certain *Comma's*, *Periods*, and *Marks*. Which was, as well as the former, very burthenisome to the Memory.

† I have an *English* Manuscript indeed, dated 1331; but from the Language, Spelling, and Letters, I cannot think it of that Antiquity; and therefore shall not dispute Mr. *Bright's* Claim to his being the first Publisher of Short-hand in the *English*: And as there is nothing in it peculiar or extraordinary, I think any farther Account of it unnecessary.*

Mr.

MR. JOHN WILLIS, B. D. also published a Scheme of *Short-hand*, called *STENOGRAPHY*; or, *Short-hand Writing*, by *Spelling Characters*. He had 24 *leading Letters*, as he calls them, and five others.

The Author begins by shewing what Letters may be omitted, as being wholly superfluous, or but lightly sounded. Then he proceeds to shew how the needful Letters of all Words are to be expressed. This he does distinctly, with respect to Words of One, Two, or more Syllables: And particularly as to Monosyllables, that are produced; that is to say, pronounced as having in them a long Vowel or Diphthong. He points out a way of distinguishing them from Words written with the same Letters, whose Vowels are short; *viz.* by placing the Dot on the Right or Left Side of the Consonant. Moreover, the Author having handled the general Abbreviation of many Words and Syllables, he comes to a special Abbreviation of some others, consisting of ten Alphabets, which he denominates Words of Sort; and which are severally expressed by what he calls *Defectives*; and the first seven of these are signified by their first Letters, large and small, Stenographical, Roman, Secretary, or other unusual Letters; the three last alphabetical Lists, by their first or second Letters; by their first and last, and by symbolical Figures.

I have been more particular in the Account of this Book, because it is an Original of the Kind. But Mr. *Willis* certainly conceived too high an Opinion of it, when, in his Preface, he says, “*As this Book was the first that ever gave Direction to spelling Charaktere; so it shall continue the last, and wear out all the Aberrations thereof, published or taught by any other.*” For though that Work was much valued for near 40 Years, being published in 1600, and the 10th Edition, which I have, was printed in 1636, yet every judicious and attentive Reader must think it liable to many Objections.

Mr. *Dix* composed a Book of *Short-hand*, intended as an Improvement of Mr. *Willis*’s, intituled, *Brachygraphy*; or,

Short-writing, by *Characterie*, printed in 1633. He proposes another Method of placing the Vowels, and exhibits his Rules by way of Question and Answer. He is very particular likewise with respect to what Letters are, or are not, necessary to be expressed, as is evident by his various Examples; but he has made no essential or material Difference in the Conciseness or Distinctness of his Characters.

Mr. THEOPHILUS METCALFE was the next who appeared to make any considerable Improvement in this Art. His Book was called *RADIO-STENOGRAPHY*; or, *Short Writing the most easy, exact, and lineal, that hath ever been attained or taught*. The peculiar Property of it was, his *Characters* for the *Letters* of the *Alphabet* were very distinct; but too long to consist with *Swiftness*: to obviate which Difficulty, he was obliged to use many *arbitrary Characters*. This was printed in 1655.

Mr. GEORGE DALGARNO, M. A. in the Year 1656, endeavoured to improve the *Art of Short Writing*, beyond what others had done, by expressing the *Auxiliary Particles* of the *English Language*, by distinct *Points* and *Places* about the *radical or integral Words*, after the manner that it is done by *Prefixes* and *Suffixes* in the *Hebrew*; but found at last that there was no way to distinguish the *offixed Points* which he intended to be used *really* from those used before in the *common way of Short-hand*; (where not only the *capital Character*, but *Points* about it were *Alphabetical*) but by making the *principal Character* itself, to which they were to be *accessary*, not *Alphabetical*, but *real**.

Mr. JOB EVERARDT published a Book, intituled, *An Epitome of Stenographie*, in 1658. This is much more remarkable for an antique and humourous *Frontispiece*, and for Examples of the Art in 33 Languages, taking from *Habakuk ii. 4.* and for his *Encomiums* on the Art in *Verse*, than for being any real *Epitome of it*.

* Plot's *History of Oxfordshire*, p. 282. See also Dr. Seth. Ward's *Essay towards a real Character in the Epistle to the Reader.*

Mr. THOMAS SHELTON, soon after him, published his Book of *Short-hand*, intituled, *Tachygraphy*; and soon after, another called *Zeitography*; or, *a more easy, exact, short, and speedy Method of writing Short-hand*. I find nothing, however, very remarkable in it: His Method was approved of indeed by many; but as it was somewhat peculiar to that Age, he was very fond of *arbitrary and symbolical Characters*. This was printed in the Year 1658.

Mr. NOAH BRIDGES published a Book, intituled, *Stenographie and Cryptographie*; or, *the Art of Short and Secret Writing*, in 1659. His chief Peculiarity consists in chusing Characters for only 15 of the Consonants, and for the Vowels *a, i, o*; and as the Vowels are to be expressed by Tittles, or Dots respectively placed one above the other; so he makes a Dot on the left Side of the Consonant, when it precedes, and on the right Side when it follows, a Consonant, to express different Words. By this Method he composes a great Number of Words, of Vowels and Consonants, very intelligible, but prolix; and as it must be inconsistent with Swiftness, he has likewise adopted a great Number of deficient, arbitrary, and symbolical Characters, which he submits to his Readers Judgment to practise or reject, as they shall approve.

His Cryptographie consists of the Letters of the Alphabet variously transposed; of which he gives many Examples, and furnishes us with numerical Tables; as if it were a necessary and useful Art.

Mr. JEREMIAH RICH, who was cotemporary with these, published a Book of *Short-hand*, in the Year 1669, intituled, *Semigraphy, or the World's Rarity*. This was approved of for many Years, and recommended by the learned Mr. *Locke**. His chief Excellency lay in his Contractions for Sentences, and Texts of Scripture; but it is exceedingly difficult to write, and very abstruse and puzzling to read.

* *Locke's Treatise of Education*, Sect. 161.

This was revised by Mr. Addy and Mr. Botley, by whom some Improvements were made; but they neglected it in some of the most essential Particulars. Many other ingenious Persons about this Time were very sollicitous to improve this Art, either in the Form of the Letters, or other subsequent Rules; as Facy, Heath, Stringer, Steele, &c.

Mr. STEELE's Book, which was called *Short-Writing*, began by Nature, completed by Art, &c. deserves some particular Notice. It consists of three Parts. In the 1st, he shews how many Words may be written by Emblem: In the 2d, he points out some Words that might be written by very concise, though arbitrary Characters; and in the 3d, he gives a Table of Words and their Characters, which he calls Prefixes; as *after*, *again*, *all*, *always*, *among*, amounting to sixty of them. Then follow what he calls the *Tenses* or *Times*, which resemble, says he, the ending Consonants; as *do*, *doſt*, *did*, *have*, *haſt*, *ſhall*, *is*, *are*, *art*, &c. He then mentions the six Persons, which are in *Sentences*, as *Vowels* are in *Words*; viz. *I*, *thou*, *he*, *we*, *ye*, *you*, *they*. He recommends the Person and Tense to be joined at the Beginning of a Sentence; and for the Negative *Not*, a Tittle to be placed within, or upon, the Tense, and the Places of the Persons to be according to the Sound of the *Vowels*; as the *Conſonants* are ſet in the *Vowels Places*, ſo in *Sentences* the *Tenses* are to be put in *Persons Places*. This may ſuffice as a Specimen of this Author's Genius for Invention; but much happier it had been if the Rules were adapted to Practice.

Mr. WILLIAM MASON is the next who obliged the Public with a new Method of *Short-hand*, which was called *Art's Advancement*, &c. printed in the Year, 1694; and ſince that, his Improvement thereof, intituled, *La Plume Volante**.

This,

* Besides these, Mr. Mason published a regular and easy Table of natural Contractions by the Persons, Moods, and Tenses, &c. which

This, Mr. *Mason* says, was founded on much Practice and Experience. This he taught many Years in *London* with great Success, and on this Plan I learned this agreeable and useful Art, and have practised it more than thirty Years, in taking Sermons, Trials, &c. But, from Experience, I disapproved of his Choice of the same Character for *b* and *p*;— of his too frequent Expression of the *Vowels*, some of his Marks for Prepositions and terminative Rules; and of his Method of joining the Persons, Moods, and Tenses. However, though there is room for Improvement in the Rules and Application of them; yet there is a peculiar Conciseness, Propriety, and Utility, in many of his *Letters* and contracting Rules; and I esteem that Plan as the best calculated for Improvement. With a View to this, I not only made it my Study, but also made use of every proper Help to this End.

Mr. EDWARD COLES succeeded Mr. *Mason*, and published a Book, intituled, *The newest, plainest, and shortest Short-hand*; in which he first exhibits a brief Account of the Shorthands then extant; 2d, plain and easy Rules for Beginners; 3d, a new Invention for contracting *Words*; and this is a Contrivance to express *Words* of one Syllable by so many single or simple *Characters*; and for this Purpose, he proposes, that a Variety of *Letters* may do somewhat to answer that End, 3 *a*'s, 3 *e*'s, &c. and a Variety of Places do more; as supposing Letters were put in a threefold Situation, *above*, *upon*, or *under*, a Line actually drawn, or imagined to be so;

which positive and affirmative Clauses in the said Sheet, he says, may at Pleasure be turned into Interrogatives, by inverting or changing the Words; and into Negatives, by adding the Character for *not*; and by other Ways of Variation, may extend to 5000 Words and Sentences. To assist Persons in using these, the Author published a Key to them, in a little Book, intituled, *Aurea Clavis; or, a Golden Key to the Cabinet of Contractions, unlocking all the Mysteries and seeming Difficulties of an engraved Sheet of Short-hand*.

and

and if both could be joined together, he says, the Business would be effected, and Monosyllables of every sort comprehended. *But he left his Work unfinished.*

Mr. FRANCIS TANNER, in the Year 1712, published a Book of Short-hand, under the Title of *The plainest, easiest, and prettiest Method of writing Short-hand*. He very justly observes, that as in short Writing, the *Alphabet* is fundamental, much depended on the Choice of it; and it ought to be composed of *Strokes* the most simple that may be, naturally to join together, without Coincidence. His own he conceived to be such. But I was not a little surprised, upon the Inspection of it, to find his Characters for *a*, *d*, and *t*, the same; his *b* and *b* also, and his *l* and *r*, varying only a little in Size: From whence I am fully convinced, Confusion, and Perplexity in the Reading, must ensue.

Mr. LANE, in his Book, intituled, *The Art of Short Writing made lineal and legible as the common long Hand*, printed in 1716, proposes to express the Vowels (even in the Middle of Words) sometimes by the Characters, and sometimes by Dots in Places assigned them according to the usual Method. He aims at some Particularities indeed, but then they are unnecessary, and of no Importance; as for Instance, when two Vowels come together in the Middle of a Word, that only, says he, is to be written which is sounded. And when two Vowels are necessary to be expressed at the End of a Word, as in *Noah*, &c. you should make the first-mentioned Vowel a large Dot, and the other a small one, in their respective Places. But I cannot perceive this to be any material Improvement; and there were many prior Systems, in my Opinion, preferable to his.

Mr. JOHN WESTON published another System of *Short-Hand* in the Year 1721. This he called *Stenography Compleated*; or *the Art of Short hand brought to Perfection*, &c. It consists of more than 200 Octavo Pages. He has made choice of Mr. Metcalf's Characters for the *Letters* of the *Alphabet*; which it must needs be owned are plain and distinct; but far from being so short as the Nature of this Art requires; and this

this probably led him to invent 150 *Marks* or *Characters*, chiefly arbitrary, by which to express the Beginnings and Endings of *Words*, with a View, I doubt not, of lessening the Use of the *Vowels*: And for the same Reason, I presume, he recommends the joining of many *Words* together; which I apprehend tends to perplex the Reader; and by a Multiplicity of *other Rules* (many of no apparent Use) he has obstructed the Ease and Utility of learning it. For, notwithstanding he discovered a great Genius in the Art, few have either Capacity, Patience, or Leisure to learn his Method.

The Rev. Mr. PHILIP GIBBS, in the Year 1736, published an *Essay* towards a further Improvement of *Short-hand*. His historical Account of compendious or swift Writing, as an Introduction, I admire; but, notwithstanding that, I cannot approve of his *Method of Short-hand*. With respect to the *Letters* of the Alphabet, for 14 of them he has adopted two *Characters*; one to be used with *Vowels* sounded short; and the other with the *same Vowels* sounded long: And a farther Reason he assigns for that Practice, is to distinguish between *Vowels* and *Diphthongs*. This must require more Quickness of Thought, and Strength of Memory, than many enjoy, to write agreeable to it; and, must, I doubt, occasion great Perplexity in the Reading.

Dr. BYRON so far distinguished himself as a Professor or Teacher of the Art of Short Writing, that about 24 Years ago, he obtained a Patent for that Purpose, as presuming he had discovered a wonderful *Secret*; and great Care has been since taken to preserve it inviolably such, except to his Pupils; he engaging them to pay him five Guineas if ever they taught any other Person, in hopes that, by exciting a greater Curiosity, it might increase their number*. For this Reason it

was

* Very different from this were my Sentiments, when I professed to exhibit to the World a better Method of Short-hand than any

was with some Difficulty I obtained a Sight of it. He has adopted two Characters for *b*, and two for *l*. But neither in the Form of the Letters, or the Rules, or the Application of them, could I discover any peculiar Excellence. The Book of Psalms in this Short-hand was written in single Characters, which added greatly to the Beauty of them, and corresponded with my Sentiments in that Particular.

Mr. AULAY M^c AULAY, has exhibited a new Scheme of *Short-hand* to the Public, under the novel Title of *Polygraphy, or Short-hand made easy to the meanest Capacity.*

It is not without some Reluctance that I prevail upon myself to give my Opinion of this Work; wherein, if I speak the Truth, I may give offence to the Author, or his Friends; but as it falls so immediately in my Way, and I have been much desired by some ingenious Persons, I hope my Regard to Truth and Candour therein, will be a sufficient Apology. To proceed then to such Remarks as most naturally offer. His Characters for the Letters of the *Alphabet* are, many of them, irregular Curve-lines (See my Introduction, Page 4th): Others are so alike in Form, that it must be very difficult, if not quite impracticable, to make them distinct, when writing fast. To avoid the little Trouble of expressing the *Vowels* in the Middle and the End of Words by Points in particular Places, or putting the next Consonant in the Place assigned to the Vowels respectively, he proposes to write the Vowels, as well as the Consonants, at full Length. He likewise rejects any other Characters or Marks for Prepositions and Terminations, or the Beginnings and Endings of

any hitherto extant. The Particulars wherein that would consist, and the Reasons on which they were founded, I left for public Inspection. And as from thence I obtained great Part of my Subscribers, I cannot but regard them as Testimonials in favour of this System.

Words

Words, than the Letters. Now if all the Letters necessary to the Sound of Words, Vowels, and Consonants, are written, this must be a very prolix Method. — He therefore proposes to express whole Words by 2, 3, or 4 radical Letters, or Parts of them; as *Corrup* for *Corruption*, *abom* for *abominable*, &c. and if either of these, or any other Words, differ in their Termination, this is to be judged of in reading by the Sense, without any Variation in the Character. This Method of writing Words, Experience has proved to me is very perplexing to read, and too deficient to be made a general Rule; which I apprehend is the Reason why it is without Precedent. — His proposing likewise to make the same Character stand for many Words, by a small Variation in Size, or a different Position, as placed upon, or a little above, a real, or according to his Specimen, an imaginary Line, are I apprehend too nice Distinctions to consist with writing verbatim after a Minister, or such-like Purposes. — His Distinctions of *long Short-hand*, and *short Short-hand* are unnecessary, for Short-hand should be taught in a Method as short as possible to be plain and distinct; therefore to propose a long Short-hand, must be inconsistent with the principal Design of this Art. — His expressing Numbers by the same Characters as the Letters of the Alphabet, or Words in general, I cannot approve of; because as common Use has adopted Figures whereby to express Numbers, the making use of other Characters for that Purpose is evidently introducing a greater Resemblance between Words and Numbers, must tend to perplex the Reader, and may be deemed another Instance of his Fondness for Novelty. In short, this simple Character *o* is, in Page 3d, the Letter *o*, and stands for *otherwise*. On the same Page made a little larger, it stands for *u* or *unto*. Page 9, it is made to express the Number 7. P. 8, when made a little larger, it signifies *qu*, or *Question*. And of the first Size placed a little above the Line, it signifies *sn*, or *Snuff*. Made a little larger, it stands for *scr*, or *scrip*. And in Pages 8 and 9, 12, such simple Characters are thus made to express various Words. And though

the Novelty of any particular Rule, is not a certain Mark of its Absurdity, yet wherein there is an almost universal Concurrence in the Sentiments of different Nations, both in the early and latter Ages, in favour of any particular Rules for this Art, it gives such a Sanction to them, that they ought not to be rejected, and others substituted in their room, without being able to assign Reasons for so doing, and demonstrating their superior Utility. And for the Author to assert, that this Method of Short-hand *has this peculiar Advantage*, to suit *all Languages*; that is is easily read by another, and legible at any Distance of Time by the Writer, carries with it, in my Opinion at least, the Appearance of mere Parade and Fallacy. And however he may please himself with the Novelty, or amuse the unskilful by plausible Representations, those who are at all acquainted with the Art, cannot so much as wish to borrow any thing from his Performance, and must think a Patent quite unnecessary to secure his Property. For I am fully convinced from the Observations I have made, and, I doubt not, a more critical Review would demonstrate to any one, that it is as impossible to be a good Proficient in this Art upon his Plan, as to learn the *Mathematics* without *Problems in Geometry*, or *Painting* without the *Rules of Perspective*.

Mr. ANNET's *Short-hand* is comprised in three *Octavo* Plates, excluding the Title and 33 Pages as an Introduction. His Letters consist of several irregular Curve-lines, and some others have too great a Similitude. He then gives a Specimen of 19 Rules for contracting Words, &c. and exhibits a short Alphabet of arbitrary and symbolical Characters. In the next Place, he furnishes us with the Marks or Characters for about 30 Prepositions and Terminations, and subjoins some Examples of their Use; and he concludes with a Specimen of part of the 4th Chapter of the Book of *Proverbs*, and the 29th Psalm. In his subsequent Rules, he endeavours to explain and recommend them. But from several Observations I have made, I apprehend; I may say truly, at best it is only calculated for private Use.

Mr.

Mr. THOMAS GURNEY has likewise published a Book of *Short-hand*, intituled, *Brachygraphy*; or *Short-writing made easy to the meanest Capacity*. In his Preface he informs his Readers, that his Work is an Improvement upon the ingenuous Mr. *Mason's* 3d Book, called *La Plume Volante*. Upon my Perusal of this Book, I find several Alterations in the Characters for some of the Letters, Prepositions, and Terminations. I freely acknowlege some of them are Improvements; but I cannot think so of others; and I apprehend his *Praxis* is not properly adapted to the Capacities of Learners in general, and to the most useful Purposes of this Art; notwithstanding he employs six Pages in Examples of joining Persons, Moods, and Tenses. In his Supplement, he enlarges these Examples, by shewing how a great Number of Sentences may be formed by adding the Negative *Not*, and by other Variations at Pleasure; but as my Plan will principally differ from Mr. *Mason*, and from Mr. *Gurney*, with respect to expressing the Vowels, and the uniting the Characters for several Words in one, I have thought it necessary to lay down some stated Rules for those important Purposes, and to add my Reasons for so doing, which I have confirmed by Examples in the *Praxis*. Whether these are founded on Facts, I freely submit to the Judgment of the Reader.

There are some other Methods of *Short-hand*, as Mr. *Tiffen's*, Mr. *Ewen's*, Mr. *Blofset's* &c. which though I have seen, I purposely omit giving any Account of, as I thought it altogether needless.

I have been also favoured with the Sight of several curious Manuscripts; one, a Variation only of an upright Stroke in Size and Position, which some Gentlemen have learned, and reduced to private Practice.

Another is the *Old and New Testament* written in Mr. *Mason's* *Short-hand*, with some Improvement by Mr. *Higham*, wherein I had the Pleasure to find a Correspondence of Sentiments with respect to writing Words singly.

Thus I have in a brief Manner traced the History of *Short and Swift Writing*, and shewed the gradual Advances made therein from the first Invention, down to the present Time. And I apprehend, with respect to the Cultivation of this Art, no Nation can dispute the Pre-eminence with the *English*, as Mr. *Locke* intimates in his Treatise of Education.

The only *French* Book of Short-hand that I have ever met with of any Account, is intituled *Tacheographie Ou L'Art D'Ecrire aussi vite qu'on parle*; which the Translator tells us is taken from a Book of Short-hand, written by Mr. *Charles Ramsay* in *Scotland*. That which I have, was printed in 1681; and from the Conciseness and Distinction in the Letters, which are exemplified in joining more than 200 double and triple Consonants, and the Characters for the Prepositions and Terminations which he represents as inseparable from the Art, seems to me to be the best that had appeared in the World at that Time, to which there have been great Improvements since.

But notwithstanding this Art has been greatly improved amongst us, I cannot agree that it is yet brought to Perfection.

Whether, in my present Attempt, I have done any thing considerable towards it, I leave the Skilful and Unprejudiced to judge. I would beg Leave here to observe, that the preceding *Remarks* are founded on *Experience*, and not Prejudice; and the System of *Short-hand* I now offer to the Public, is one regular consistent Plan, as concise as possible; free from an unnecessary Multiplicity of Rules, and from Uncertainty, Confusion, and Perplexity in the Application of them. I have also taken care to adapt it to the most common and necessary Occasions of Practice; particularly, the three learned Professions. And as I have aimed at furnishing every necessary and proper *Rule*, so the *Observations* and the Examples for the Illustration thereof, are such as may be easily understood, and be sufficient to convey the Knowledge of this Art without any other Instruction than the Book itself. In the Review of other Authors, I have

have made it my Business to improve by them, without paying an undue Complaisance to the Opinion of some, or affecting any Singularity in Opposition to others: It has likewise been my Care to make the following Work so complete in all the Parts of it, as not to need any Supplement, or Appendix whatsoever. Nevertheless, should any Gentleman find on the Perusal any Difficulties to be explained, or any Improvements necessary, I shall thankfully receive any Hints of that Kind, and pay a proper Regard to them.

INTRO-



INTRODUCTION.

AS I have already given in the Preface, a concise Account of the Origin of the Art of Short Writing, so far as it is known, and of the progressive Improvements made therein, and have particularly taken Notice of what has been most remarkable in the Authors of the last Century, as well as more modern Writers; I now proceed (as the proper Subject of an Introduction) to give some Account of the present Undertaking: of the Principles upon which I have proceeded; and the Reasons why those Letters, Rules, &c. have been made choice of; which I presume will contribute to the Satisfaction of Gentlemen of Genius, as they are adapted to Instruction, and tend to obviate some Objections that might otherwise be made to it.

And as it is universally allowed, that the *Letters* of the *Alphabet* are the *Ground-work*, or *Foundation*, of *Short-hand*; so the *Choice* of such *Characters* for them, as are most simple, most easily made, and readily distinguished, must undoubtedly appear the highest *Recommendation* in a *Work* of this *Kind*.

That the *Alphabet* I have adopted (principally Mr. *Mason's*) is such, will, I presume, appear from the following *Observations*, with this one previous *Remark*, that the **CHARACTERS** for the **VOWELS** are used only when they stand **alone**, or begin **Words**: For when it is necessary to express

INTRODUCTION.

press them in the Middle or End of Words, we have a better Way to do it. See PLATE I.

1st. I observe, with respect to the *Characters* for the *Letters*, there are but eight properly denominated *Simple Strokes*, viz. m, c, p, l, s, d, t, n; for characterising 24 Letters, some of them must either stand for more than one Letter, of the same Size as my c and k, and a and s (for Reasons shewn in the following Pages) or they must stand for different Letters by a Variation in the Size, as my q is a Semicircle, only larger than c; and my *Character* for z, is a Stroke in the Form of the f; only longer and fuller: But I have gained only two Letters more by this Variation.

The next Method, which I think Mr. *Mason* judiciously contrived, was giving a small turn to *five* of the *Simple Strokes*, whereby e, f, g, j, and u, are formed. I have now only 17 Letters of the 24, and the most obvious and practicable Method remaining, is a Conjunction of those *Simple Strokes* to form the most short and distinct Characters; and of this Denomination are b, h, o, r, w, x, y; though b and y are made by short Strokes at the Beginning of the Character.

Some Gentlemen have made choice of irregular curve Lines for the Characters for the Letters; which I have absolutely rejected, as not only very awkward to join with other Letters, but because the Distinction is too nice to be observed in writing fast; and if not made correct, will have too great a Similarity with other Letters.

For the same Reason I have avoided the Choice of *Characters* for *Letters* that differ only in Size; because that Distinction is not easily complied with, when writing in haste. In the two Letters q and z, I have approved of it: The Similitude in the Sound of c and q, and of s and z, in many Words, is one Reason, and the Use of these Letters occurring seldom, is another.

The Choice of such Characters as are most easy and distinct for Letters most frequently used, and often joined together, it must be owned, is no small Addition to the Improvement of this Art. And that I might not be deficient therein,

INTRODUCTION.

therein, I have made the nicest Examination, and also informed myself from Compositors; and I am from hence convinced, that these, or such-like Method, had been made use of by Mr. *Mason* for his Direction; since I may venture to assure my Readers, that *Short-hand* is not capable of much Improvement in this Particular.

I am the more confirmed in this, from my Acquaintance with three Gentlemen, two of them Schoolmasters and Mathematicians, who spent many Years in attempting to improve the Art by Alteration of the Letters for greater Conciseness and Distinction, and found it impracticable *; and from a very extensive Acquaintance with the Alphabet made use of by the several Authors extant in the last and present Age, I apprehend those Letters which I have made choice of, are peculiarly adapted to join with each other. Many of them are suited to form concise and distinct Contractions for Prepositions, and Terminations. See PLATE III. And many of the more arbitrary *Characters* for Prepositions and Terminations are easily connected with them. This will be very usefully illustrated by the following Observations.

* These Gentlemen attempted the Construction of the Letters on mathematical Principles. This has naturally led them to chuse a Point, and eight simple Strokes for some, and to substitute four acute Angles, and four right Angles for others. These latter are all of them compounded of the simple Strokes; some of them are not only very difficult to join with some other Letters, but when joined would very often puzzle the Reader to distinguish them whether as one, or as two Letters.

INTRODUCTION.

SECTION I.

Observations on the Characters for the Letters of the Alphabet, and their Significations.

- a **I** S always cast upward : And when any other Letter is added to it, they are joined together at the Top : And when *a* stands alone, which is but seldom, we have another way to express it. See PLATE V.
- b (As before intimated) is compounded of a short Stroke or Tick joined to a Hyphen. The form of this Letter is distinct ; and, from its Suitableness to join, is really short. It is never used after *m*, as not being sounded ; as in *Dumb, Tomb, Doubt, &c.*
- c and **k** are the same ; because *c* is never used but when it has the Sound of *k* ; except in Words beginning with the Preposition *Circum.*
- d Is a plain simple Character, sufficiently distinguished from the Character for *th*, being twice the Length.
- e Is always begun at the Bottom, and cast upward ; and never used but when alone, or at the Beginning of a Word. See PLATE IX.
- f and **ph** Are the same, because their Sound is the same.
- g Needs no Explication ; but that it stands at the End of a Word for *dg* or *dge.*
- h Is properly no Letter ; and when it begins a Word, may be often left out, as in *Honour* : When alone, stands for the Words thereto affixed in the Alphabet : When it begins a Word, and is united to a Consonant, it is always joined at the Bottom. See PLATE X.
- i This Vowel, when it stands alone, is well expressed by a Dot. When it precedes a Consonant, it is for the most part omitted, as *in, im, ir, il, &c.* When it precedes *d* or *g*, it is proper to make a Dot at the Beginning of the Letter, or place it behind the Consonant. In the Middle

INTRODUCTION.

and End of Words, it is used according to the Rules to be observed with regard to the Vowels. See PLATES I. and X.

l m and n Need no Explanation.

- o Is either used at the Beginning of a Word, or by itself for o: And how it is distinguished in its Use from the round s, and the Termination *ing*, will presently be shewn to be very easy.
- p Needs no explaining ; but when joined to b, is expressed by f, as before mentioned.
- q or qu Is the same ; these Letters being always joined. And as in most Words it has the Sound of k, the Resemblance in the Character is natural, and the Difference in the Size is sufficient to distinguish it.
- r Is written two Ways ; at the Beginning of a Word, as the Character itself : In the Middle or End of Words ; by a short Stroke from the last Letter ; as dr, gr, mr, tr, &c. See PLATE II.
- s There are two Characters for s. The first is like a, but then it is always begun at the Top, and cast downward ; and the Letter following is joined to it at the Bottom, except when s is final, which is then sometimes cast upward ; but cannot be mistaken for a, because a is never expressed at the End of a Word but by a Dot. This s is sometimes used to distinguish the Plural from the Singular Number ; but very seldom, except in Words ending with ce, eſſ, or eſe. See PLATES IV. and V. The other s is round, like the Letter o ; but is distinguished from it in its Use, and from ing. a Termination several Ways.
- t This s never begins a Word but when joined to t ; and then it is thus wrote ſ. Whereas ot is thus ɔ, and never occurs in the Middle of a Word. And ing is generally terminative where the round s is never placed ; of which many Examples occur in the Praxis. But the Use of the round s in the Middle of Words is so admirably adapted to join with so many Letters to shorten the Characters for such a Number of Words, and is with so much Ease distinguished,

INTRODUCTION.

tinguished, that I am greatly surprised that any Author of Short-hand has omitted the Choice of it. And besides, where the long *s* is sometimes final, the Practitioner, by the Use of the round *s*, may join that Word to the next, and contract the Character with Distinctness. See PLATE XVIII. *L. Taber*

u or v, Which is deemed necessary to be distinguished in common Writing, is unnecessary in this Art. The Vowel *u* is generally joined with *n* at the Beginning of a Word, which is very easy; and when it comes in the Middle and End of a Word, it is expressed, by a Dot in the Place respectively assigned it. See PLATE I. It is therefore generally used as *v*, in both Respects the Character is well adapted, as will be seen in the Praxis. *u n v n v*

w, In Mr. *Mason*'s Short-hand, which I learnt, was like the Secretary *e* thus written *9*. This I found in some Respects inconvenient; I therefore took the Character or Mark Mr. *Mason* chose for the Plural Number *we*, which is often commodiously joined to another Word; but as the other Character had also its Advantages, I have placed it among the Prepositions for *wh*; whereby many words will be written with more Ease and Distinction, and from the Praxis I presume will appear an Improvement in this Art.

x Is a Cross; and as it stands in the Alphabet, requires taking off the Pen to make it; but is generally executed by one single Stroke. See PLATE IX. And when it comes in the Middle of a Word, let the following Consonant cross the former; as *maxim*, *noxious*, &c. *x. cross*

y Which (in Mr. *Mason*'s Short-hand) required taking off the Pen to make it, is by this Character begun at the Bottom, and cast upward; by which means it is easily joined to any other Letter or Word, and very easily distinguished. *y. yellow*

z Having the Sound of *uzzard* or *zod*, may be the same as *s*, and requires no more Distinction than a little more Length, and Hardness in the Stroke. *z. Zod*

INTRODUCTION.

Lastly, As each Letter of the Alphabet is singly the Character for the Word or Words annexed, either from the Sound it carries of the Word (Beginnings, Endings, &c.) or from the Frequency of its occurring in Discourses when it stands for more than one Word, I have taken care to make choice of such as will not perplex in the Reading. Thus *m* stands for *him* and *may*. As these Words never come together, I find no Inconvenience to arise from it. Should it appear more distinct and intelligible to the Learner, he may add a Dot in the Place of *a*, to distinguish the latter according to the Observations on Vowels. See PLATE I.

S E C T. II.

Observations on the Double and Triple Consonants.

1. **H**aving thus largely treated of the Letters, the Joining of them is the next thing that naturally follows in this Work, and how to do it in the most natural, easy and distinct manner; which, when known, will introduce the Learner to the Knowledge and Practice of the Art; and he may at once observe, that Short-hand does not require a strict Regard to the Rules of Orthography; such Letters as found the Word being always sufficient to express it by; and in some Cases fewer may suffice. See 2d Lesson PLATE II.

2. Here, for greater Distinction sake, I have given in the first Place a List of such double and triple Consonants as stand for the Words annexed to them, because they sound them, and need no Explanation, nor are at all burthensome to Memory. As these Examples are sufficient for the Learner to form any such-like Monosyllables, I have very rarely inserted any in the Praxis. I then subjoin a List of 30 of such double and triple Consonants as stand for the Words annexed to them; because, from their frequent Occurrence in Sentences, it is found essential to this Art, and has been the Custom of many Authors, to express them in the most concise

INTRODUCTION.

concise Manner, notwithstanding the Letters may be deficient, or may not fully express the Words. What I have inserted indeed, I would recommend to be perfectly learned, being highly expedient; yet have purposely added but few more, being very unwilling to overburthen the Memory of the young Practitioner. But if with regard to any particular Words, these shall not be thought sufficient, it is very easy for the Learner to add one or more Letters to express these Words by. See PLATE II.

S E C T. III.

Observations on the Vowels.

1. **I**T is to be observed, that I have, in Page 1. given a very particular Account of what I apprehend to be the various Forms and Methods of expressing the Vowels, and the Manner of doing it, conformable or analogous to the Custom of all other Authors (Mr. McAulay only excepted). And as I have executed it with the greatest Perspicuity, the Expediency, if not Necessity, of some Rule for that Purpose (in many Words) will be as clear and obvious as the Rule itself; and such as may with Ease be reduced to general Practice. Nevertheless I would propose, as the greatest Improvement this Art is capable of, that no one should confine himself at all times to those precise Rules. It is a Maxim, as in all other Arts, so in this more particularly, there is no Rule without an Exception. These Exceptions I would chiefly suggest in some subsequent Remarks; and in the first Place I would observe, that the Capacities of Persons so greatly differ, that Memory, or Readiness of Apprehension, in some, will frequently supply the Want of a strict Conformity to Rule. And it may admit of greater Freedom in Words, or Sentences, which often occur in each one's particular Practice. However it is proper to be observed in this, Place;

2. That

INTRODUCTION.

2. That though the distinct Places of the five Vowels are pointed out, a precise Regard to them may be dispensed with, and the Use of three only may be sufficient; as *a*, *i*, *o*.

3. That the single Vowels in Words of One Syllable which stand between two Consonants, may be omitted; as in *find*, *fond*, *fund*, &c.

4. This may extend to all Monosyllables in which the Vowel is the last Letter sounded, though a Consonant is final; as in *nigh*, *flaw*, *Plough*, *Dough*, &c. according to the Example, PLATE I.

5. When a Vowel comes between two Consonants twice in Dissyllables, or Polysyllables, then to express one, and omit the other, is generally the most eligible; as in the Word *Method*; though not always necessary, as in the Word *Matter*. See PLATE XI.

6. When two Vowels divide the Syllables in a Word, it is generally expedient to express the last of the Two by placing the following Consonant in the room of the last; as in the Words *Palliate*, *Expiate*, &c.

7. If it should be asked, why I have so particularly prescribed the Method of expressing the *Vowels* in the Middle and End of Words by Dots in particular Places respectively assigned them, and at the same time have omitted so many of them in my *Characters for Words*? I answer, That the plain obvious Use of the Rules, is to enable a Practitioner to write any Word in any Science, which perhaps very rarely occurs, and which the radical Consonants alone would not enable him readily to apprehend and pronounce; but that they are to be omitted, as often as the Words may be distinguished without them, is equally reasonable. And this, future Observations and Examples will shew*.

SECT.

* In the Hebrew Language, though the Vowels are left out, yet the Coherence renders it intelligible to the expert Reader. Now there is not only the same, but greater Reason for leaving out the *Vowels* in *Short-hand*; because, where the Vowels written at full

INTRODUCTION.

SECT. IV.

Observations on the Prepositions and Terminations, or Beginnings and Endings of Words. PLATE III.

IT is not to be supposed, in Short-hand, that the Beginnings and Endings of Words should be written Letter by Letter: This would be very tedious; therefore, for the most common Beginnings and Endings of Words, we have certain Characters, or Marks, that are short, plain, and easily joined to the Letters. These I have, for greater Distinction, divided into two Classes: First, such as are a Contraction of the Letters; and next, such as are more arbitrary, and dependent on the Memory. Some are both Prepositions and Terminations: for they need no Distinction in this Respect! and many are expressive of whatever Vowel precedes or follows. A little Trial will convince the Practitioner, that such Prepositions and Terminations are at least of great Utility in Short-hand †. And, notwithstanding

full Length, or by Points, the following *Consonant* always substituted in the room of the preceding Vowel, it would be next to impossible for a Person to take Two Thirds of a Discourse so fast as spoken.

But as some Words in the *Hebrew Tongue* are not at first Sight easily or readily apprehended, otherwise than as the Sense may direct; which probably introduced the Use of the *Hebrew Points*; so there are some Words in the *English Language*, that, if written in *Short-hand*, would be very hard to distinguish without the Vowels. As to these Words, whether Monosyllables or Polysyllables, I have endeavoured in the Praxis to shew where they are necessary, and where they may be dispensed with. And this at the same time shews the Expediency and Usefulness of such an alphabetical Praxis.

† Mr. Weston, after he had prescribed 120 Marks (most of them perfectly arbitrary) for Prepositions and Terminations, in his *System of Short-hand* now extant, a little before his Decease, invented 12 more, which he communicated to a Friend, with a Sight whereof I have been favoured. This at least shew, he had found the Utility, if not the Necessity of them.

INTRODUCTION.

standing it may occasion some Trouble to commit them to Memory, I have inserted no more than are really necessary; and their Advantage to the Facility of Writing will abundantly add to the Pleasure, and compensate for the Trouble.

N. B. It may be also proper to observe of these Prepositions and Terminations (for greater Distinction) that *Ceive* is always begun at the Top, and is drawn downward. *Ver* begins at the Bottom, and is carried upward. *After*, being both a Preposition and Termination, when it begins a Word, is drawn downward; and ending it, it is cast upward. -

S E C T. V.

Observations on the Contracting Rules, PLATES IV. and V. and other Abbreviations.

THOUGH these Rules in general are so short, plain and easy, as not to need any thing to be said to recommend or adapt them to Use; yet the following Remarks may be proper.

Rule 13, viz. To place a Dot over the next Word for *a*, or *an*, is a Contraction of Mr. *Mason's*. It may be considered as a Method to distinguish *a* from *s* when alone; but I think the Difference with respect to Shortness not considerable.

Rule 14. To express (*from*) by a Dot, &c. is a shorter Method, but not so distinct as the Character itself. See PLATE VI. And therefore I do not recommend these as of equal Utility with many others.

Besides these Contractions in general, it may be also observed, that it is a common and expedient Contraction of a Character for some long Words, to leave out a Letter in the Middle of a Word, where it is not easy to be inserted; especially where the Sense will discover the true Reading without it.

INTRODUCTION.

It is likewise expedient to abbreviate any Words in a Manner which Custom has rendered familiar to us ; as sometimes to express proper Names by the first three or four Letters ; as *Sam* for *Samuel*, *Hen* for *Henry*, *Ben* for *Benjamin*, &c. and some other Names by the first and last Letter ; as *Wm* for *William*. For this Reason *Mt* may stand for *Ment*, *ld* at the End of a Word for *Land*. But though this may be sometimes admitted, yet when the Characters easily unite better to express the Name or Termination, it is to be preferred. See also Observations on arbitrary Characters.

As to Points or Stops in this Art, which I have mentioned at the Foot of this Page, agreeably also to Mr. *Mason's* Method ; since a full Stop is so necessary many Times to be distinguished, I think it may be proper to do it by an upright Stroke, thus | : for which Reason, I have not made use of such a Character for any other Purpose.

SECT. VI.

Observations on the Alphabetical Praxis.

AS the young Practitioner, who has learned the first or fundamental Rules of this Art, *viz.* the Letters, Prepositions, and Terminations, with the contracting Rules, may, notwithstanding be often at a loss, to join them in the most easy, natural, and beautiful Manner ; therefore for such I apprehend a Praxis is admirably adapted, and that they can by no other Method receive Instruction so well.

1st. In general, I have endeavoured therein to make choice of the most common and polite Words, and those principally primitive ones ; and to shew the Method of joining the Consonants ; and where to express, or omit the Vowels ; the Use and Manner of connecting Prepositions and Terminations ; and likewise the Use of the contracting Rules. The Conciseness of the Characters, and the Propriety of the Rules, will from this Praxis evidently appear without any Disguise.

15 INTRODUCTION.

2dly. Though I have inserted some Words with their Terminatives sufficient for Examples, I have been in that Article as sparing as possible, in order to my introducing a greater Number of primitive Words, which are much more essential and instructive. The Practitioner may readily add the Terminative, according to PLATE III. by which means he will be able to form three times the Number of Words.

I have also chose to have alphabetical Praxis's peculiarly adapted to particular Professions ; which I apprehend is much better than if they were united in One.

If any should imagine, that the Rules prescribed require not only an uncommon Genius, but a considerable Time and great Degree of Patience to become Masters of it, then my Apology (if any be needful) is, that I aimed at furnishing as complete System of Short-hand as I was capable of, adequate to the most public and important Uses of it.

I do not pretend to say, that an Acquaintance with all the Rules, and the proper Application of them, is necessary for private Practice. No : a superficial Knowledge of the six first Plates is sufficient for that Purpose. Yet it must be confessed, that an accurate and familiar Knowledge of all the Rules and the Praxis, is very requisite for such as propose to practise in public. The Advantage will arise in Proportion to their Acquaintance therewith ; for the more perfectly the Rules are learned, the more consistent and uniform will be the Practice ; the practical Artist will with more Ease read his own Writing after it has lain by for some time ; and it is much more likely to be read by another who has practised on the same Plan.

S E C T.

INTRODUCTION.

SECT. VII.

Observations on arbitrary and symbolical Characters. PLATE XVI.

BY arbitrary Characters, I mean such as stand for Words which neither consist of any of the Characters for the Letters of the Alphabet; nor bear any Resemblance to the thing designed or intended to be expressed. And of this Denomination I may call the *English Alphabet* in their natural Characters, which I have made to signify such Words as are annexed to them, principally to distinguish Opponents; as Plaintiff and Defendant; Prosecutor and Prisoner: Or public Offices; as Magistrate, Judge, Council, &c. Several longer Titles may be written by the common Contractions; as Bachelor of Arts, B. A. Doctor of Divinity, D. D. Keeper of the Privy Seal, C. P. S. Fellow of the Royal Society, F. R. S. Lord Chief Justice, L. C. J. Lord High Treasurer, L. H. T. &c. And from Experience I find there is no Perplexity in it, but an easy Way of writing the Words much shorter, and absolutely distinct from any others. Nevertheless, should this Rule be disapproved by the Learner, it may be easily laid aside, and Characters formed from the Letters of the Alphabet, substituted in their Place.

N. B. These arbitrary Characters I have intended to express; not only the Primitives, but also the various Terminatives. Notwithstanding, to many of them it is easy to add the Characters for their Terminatives, *er*, *ed*, *eth*, *es*, or *ing*, &c. if it be thought necessary.

By *symbolical* Characters, I mean such Marks as bear a Resemblance to the Things designed to be expressed: And as it must be allowed that they are easily remembered, I therefore conceive that their Expediency is perfectly plain and clear in regard to the Shortness of them. And considering

INTRODUCTION.

the Multiplicity of Words in the *English Language*, if all Words were to be formed from the Letters, there must necessarily be a greater Resemblance; and consequently where that is avoided, and greater Distinction introduced, without Burthen to the Memory, it must be an Improvement of the Art.

S E C T. VIII.

Observations on Joining several Words together.

TH O U G H I have in the Prosecution of this Work, taken particular Care the Characters for the *Persons*, *Moods*, *Tenses*, &c. should be very *short*, because they very frequently occur; and in Complaisance to the Opinion and Example of some Authors of Short-hand, and a general Profession in favour of it, have adapted those Characters to join; I cannot however see the Fitnes and Propriety of joining many Words together, conformably to the Rules prescribed in several modern Plans; particularly, those recommended by Mr. *Weston* *; and I apprehend, if we regard the differ-

ent

* Mr. *Weston* introduces his Rules for Joining by saying, That there are in every Sentence, 2, 3, 4, 5, 6, 7 or more Words, which may be joined, without taking off the Pen, in the Twinkling of an Eye; and that by the Signs of the *English Moods*, *Tenses*, *Persons*, *Particles*, &c. He likewise says, that there are twenty Words properly called the *Signs* of the *English Moods* and *Tenses*, and eight called the *Persons*; as also the Word called the *Negative Not*.

Now his first Rule directs, That where 2, 3, 4, or more of these come together, the Practitioner is to join them in One Character.

Rule 2. That the Verb or Participle should be joined to any one or more of these.

Rule 3. That the Pronouns governed be joined to the Verb or Participle governing; and that whether these Pronouns refer to Persons or Things, or to both; and whether they come immediately after the Verb or Participle, or after the *Negative Not*, or other Adverbs or Conjunctions, the (to) or (unto) to be left out.

Rule

INTRODUCTION.

ent Capacities of Learners, the Facility in Learning, and the Ease of Reading, it will naturally follow, that joining many Words together will be attended with great Difficulty and Confusion; and that the following Regulations are highly expedient. But

1st. I would promise and distinguish betwixt joining and contracting of Words: For though every Joining ought to be a Contraction, every Contraction is not a Joining.

The Method of writing a Consonant in the Place of the preceding a Vowel, is universally approved of, as a Contraction in a single Word. This may sometimes extend to and serve as a Method of uniting two or more Words, as well as contracting them, when the Words *as*, *is*, *us*, &c. are expressed by *s* being put in the Place of *a*, *i*, or *u*. You may at other Times join the first Consonant of the next Word. See PLATE XVIII. Specimen 1st.

2d. Such Words may be joined together where the last Consonant founded in one Word begins the next; as in the 24th contracting Rule, and Specimen 2d.

3d. If the last Stroke of a Consonant is the Beginning of the next Word, and by uniting will save taking off the Pen, it is a proper Reason for joining. See Specimen 3d.

4th. When a Stroke in the preceding Word will abbreviate the Character for the next, though it may require the taking off the Pen, it may nevertheless be joined according to the Genius of this Art. As by Specimen 4.

Rule 4. That the said *Conjunctions*, *Ad-verbs*, and Signs of the *Moods* and *Tenses* be joined to one another whenever they come together, although some other Word or Words happen to be the *Nominative Case* to the Verb, instead of the Pronouns, &c.

Rule 5. That the next Word which comes after the aforesaid Signs, must be joined to them.

Rule 6. That the *Pronouns* governed be joined to the *Prepositions* governing,

Rule 7. That the *Substantive* is to be joined to any *adjective* going before it.

INTRODUCTION.

5th. Compound Words may and ought to be joined together ; as in Specimen 5th.

6th. Some short Sentences which frequently occur in Discourse from the Pulpit, and to which the Characters are peculiarly adapted to join, may be learned and practised with Ease. Though the Particles *of*, *the*, &c. are omitted. See Specimen 6 ; and some other Examples occur in the Praxis.

7th. I have also given a Specimen of some Sentences, consisting of *Persons*, *Moods*, *Tenses*, &c. and others again which Custom has introduced, and which the Characters must be strained to abbreviate ; all which I freely submit to the Choice of the Learner either to use or reject, since I cannot recommend them.

Lastly, With regard to the joining many Words in a Sentence, as it must always exclude the lesser Particles, and frequently some Letter or Letters not easily inserted, in order to render it of any Advantage at all, I have, in PLATE XIX. given several Specimens of Sentences composed of the *Persons*, *Moods*, and *Tenses*, and also of Sentences in *Law*, *Physic*, *Theology*, occasional *Memorandums*, &c. first written singly, and then conjointly ; which, I doubt not, Judges will approve of, as a proper Illustration of the preceding Observations.

There are some other general Remarks on Joining, with regard to Mr. *Weston*'s Rules, and other modern Authors, who lay a great Stress upon it, altogether as necessary to be made as any of the former*. With respect to joining the *Persons*

* It seems to me very inconsistent with the Nature of this Art, that Persons should recommend the disjoining Consonants in single Words to express the Vowels distinctly, and at the same time prescribe the joining many Words together without any Distinction at all. This Objection Mr. *Weston* must apprehend to arise ; for he has first endeavoured to substitute Characters for almost all Words, either by the Letters, however deficient, exclusive of the Vowels, or by arbitrary Marks, intended primarily for Prepositions and Ter-

INTRODUCT OIN.

Persons and Signs, with the English *Moods* and *Tenses*, *Pro-nouns*, *Participles*, &c. mentioned by Mr. Weston, even admitting a Person to be a good Grammarian, it must require a great Strength of Memory and Quickness of Apprehension, to write according to those precise Rules : And if the Practitioner does sometimes, but not always, or often, comply with them, it introduces a greater Variety in his Method and Manner of Writing : And such different Practice, at different Times, tends to greater Perplexity in the reading afterwards what was written.

But the Difficulty of learning such Rules, must be much greater to a Person unacquainted with Grammar ; and it must be acknowledged, there are many such Persons, and even Men of Genius, who learn and practise this Art with great Advantage. And therefore I apprehend the Rules ought to be adapted to mere natural Abilities.

It must also I presume be allowed, that however perfect any Method of Short-hand may be, it will often happen, that two or three Words joined together will be like some single Word, which renders it difficult to read : And this Difficulty must increase by joining 4, 5, or 6 Words, even upon the Supposition that the Characters for the several Words are written according to the general Rules.

But in joining many Words together, it is sometimes necessary to depart from the Rules commonly prescribed for writing these Words ; ending Vowels, Consonants, and even Particles, being oftentimes left out ; by which Means the Writer is greatly puzzled to read what he wrote but a little before, and it becomes often impracticable to read it at all.

Notwithstanding these Observations, some Persons plead

Terminations, however burthensome to the Memory ; and although, to Persons of great Genius, he may appear to have formed an extensive Plan, yet to Persons of common Capacity, I apprehend it to be too difficult for their Practice ; for which Reason I prefer a different Method. See PLATE XIX.

for

INTRODUCTION.

19
for joining what are called the auxiliary Verbs, *am, art, is, be, been, was, wast, were, wert, did, didst, have, hast, hath, has, had, hadst, may, mayst, might, mightest, could, couldst, should, shouldst, would, wouldst, ought, oughtest, can, canst, can't, shall, shalt, will, wilt*, to the Persons, &c. I freely own this Method is liable to the fewest Objections, though I cannot from any Persuasion of its Utility recommend it. Notwithstanding, as I have made choice of Characters for the Persons and Signs of the *English Moods* and Tenses, which are very short; and have taken Care that such Particles as most frequently occur in Sentences, should be written with Ease, and capable of being joined together, 2, 3, 4, or more, as the Subject, or the Genius or Pleasure of the Writer, may suggest, so I hope by this Method I have adapted it to universal Use, and in that respect brought it nearer to Perfection.

I may here observe, that as the Letter *i*, is a Dot or Point, and not easily and distinctly joined to other Letters, I have also adopted a short Stroke half the Length of *a* or *s*, PLATE VI. so that those who chuse to join the Person singular, may do it by that Character, which I apprehend as good as any other.

If it should be imagined, that there is any thing in the *Letters* or *Rules* of my *Short-hand*, that does not render it so fit to join together, as some other Methods; I answer, That I know of no such thing. All Methods of Short-hand must consist of strait and curve Lines in all Directions; and in this I have had a particular regard to render it lineal and beautiful, as well as short.

From what Remarks I have made concerning the Methods and Propriety of joining the Characters of several Words together, I apprehend it must appear, that to learn to write according to the Rules usually prescribed for Joining, requires greater Capacity and Application than to write them singly; and that the Practice, as well as the Reading, is thereby rendered more difficult and perplexing, and the Characters when written are not so lineal and beautiful. I may therefore appeal to such as are proper Judges, even admitting that there is

INTRODUCTION.

is some small Advantage in the Shortness, whether that Shortness be equivalent to other Disadvantages.

S E C T. IX.

Observations on the Specimens of Coherent Writing.

PLATE XX.

I HAVE at the Desire of several of my Subscribers given Mr. Pope's *Universal Prayer* as a Specimen, which I presume will be approved, as the Language must be allowed to be easy, and yet contain a great Variety.

I have also made choice of the Lord's Prayer and the First Psalm. The former being printed in Mr. Gurney's Short-hand, and the latter in Mr. M^cAulay's.

I have also given sundry Specimens of Pieces, selected from the *Universal Penman*, on Knowledge, Education, Friendship, &c. wherein the Proficient in this Art will find great Variety of polite and elegant Words, wrote with Conciseness, and easy to be understood ; and I thought more Examples unnecessary, as there are so great a Number of Words alphabetically ranged in the preceding Praxis.

S E C T. X.

General Directions to the Young Practitioner.

1st. **W**RITE the Characters of the 24 Letters, or any other Column, as you did a Copy at the School ; by which Method you will learn to form the Characters truly, and at the same time engrift in your Memory their Signification.

2d. Proceed gradually, and practise the Rules in the same Order as I have disposed them. Their Connection and Dependence on one another, make this Expedient absolutely necessary.

21 INTRODUCTION.

3d. Write slowly and correctly at first ; for greater Ease and Facility in making of the Characters will increase upon you by Practice.

4th. Though some of the Rules here prescribed may possibly, at first View, appear to you unnecessary, and some of the Words be thought too long, or you may be apt to imagine you can with Ease read Words more abbreviated; yet do not be too hasty in your Determination ; but make yourself Master of the Art, before you attempt or aim at any such Variations.

5th. It must be owned, there is a near Resemblance of some Characters for different Words : In order therefore to distinguish them aright, it is proper to be well versed in the Rules contained in the first four Lessons, and then the Difficulty will in great measure cease.

6th. As I have, in my Remarks on the Vowels, recommended it to leave out the Use of them as much as possible, consistent with preserving a proper Distinction in Words; it is necessary the Learner should inure himself to as much Conciseness at first, as is agreeable with the Rules, and his Capacity will admit.

7th. Write your Characters pretty large at first : The proper Distinctions in the Characters will be more easy.

8th. Though the Persons, Moods, and Tenses, in my System of Short-hand, are as well adapted to join as in any other whatsoever, I would notwithstanding caution the young Practitioner to be well versed in writing the Characters singly, before he meddles with Joining, that he may avoid such Connections as clash with Distinctness ; otherwise it will increase his Difficulty in writing and reading it, and retard his Improvement.

I shall conclude with some general Observations. I have in some Instances specified two Ways in Writing the same Word, as *temperate*, &c. both conformable to Rule, one of which may be preferred by some Persons to the other, as more easy to form, or more intelligible to read. Sometimes the Difference may be occasioned by Contraction of a Letter,

INTRODUCTION.

as in *could*, &c. Likewise some Words are symbolical, as *above*, *below*, *before*, *behind*, &c. Consequently in Writing, *therefore*, *wherefore*, &c. the Primitive with a Dot on the right Side, is *therefore*, or *wherefore*; but *fr* for *fore*, is added with so much Ease, that it may be done instead of taking off the Pen to make a Dot. Note also, that Variation is sometimes expedient for the sake of Distinction: As *and* is a Particle, and yet occurs in the Middle and End of Words, I have used that only in the Word *Hand*, *Command*, &c. but have substituted *ld* for *Land*, that by that Variation there might be a greater Distinction. For the same Reason, though *wd* is sufficient to express *would*, *wd* standing for many other Words, I chose to express *would* by *ld*; which cannot be mistaken for *Land*, because it is never terminative, except in proper Names, and then it is distinguished by the Sense.

Furthermore as my Mind has been intent on making the greatest Improvement possible, I have thought the Particle *to*, as it occurs very often, might be expressed by the Letter *t*; though I have not done it, chusing rather to add a Point or Dot in the Place of *o*, as that is more conformable to Rule. This I would therefore submit to the practical Artist's own Choice; and may now faithfully assure my Readers I have omitted nothing, which I apprehend has any Tendency to improve this Art.

S E C T. XI.

Observations on the Utility and Advantages arising from this Art.

Lastly. As I have now finished the necessary Instructions, I shall conclude with mentioning some of the important Advantages arising from the Practice of this Art. And I flatter myself, this may be as useful as entertaining; since I purpose to communicate my Sentiments of the Nature, Design, and present Utility of it, without Flattery or Disguise.

23 INTRODUCTION.

1st. I would recommend it to our *English* Youth of both Sexes, as a very innocent, agreeable, and advantageous Amusement ; but more especially to such young Gentlemen, as are intended to employ their future Studies in either of the three learned Professions ; *viz.* Law, Physic, and Divinity ; wherein the small Trouble they may take to acquire it, will be abundantly compensated by the Pleasure and Profit that will naturally and necessarily arise from it. But

2. It is not confined to any Science or Profession ; the Statesman and Politician ; the Physician and the Divine ; the Counsellor and the Lawyer ; the Historian and Gentleman ; the Merchant, and the Factor ; the Tradesman and Mechanic, will find its Utility in Proportion to their Application to it, with respect to Expedition or Privacy.

Hereby the Ministers of the Gospel are assisted in their private Studies, to prepare their Discourses for more general Usefulness and Satisfaction ; and in those happy Seasons, when the most pertinent and extensive Ideas present to their Imagination, and the most natural and beautiful Language flows with such Fluency, that they most of all wish for the Pen of a ready Writer, how admirably is this Art adapted to retain those Thoughts, otherwise fleeting as the Wind, and seldom to be recalled !

To a Person of a religious Disposition, though in a private Capacity, how properly is this suited to improve it, by making the most affecting and instructive Part of any Discourse his own, and thereby giving it a stronger Impression on the Mind. And this Consequence may happily attend it, even though the Person is not capable of writing verbatim : But how inconceivable the Pleasure, when he can with Ease copy from the Lips of an Orator, all his studied Beauties of Language, and Strength of Reasoning, and renew his Satisfaction with the Review of it.

By this Art, the Attorney, with pleasing Dexterity, may minute the Pleadings of the Counsel at the Bar, or the more profound Remarks and Sentiments of the Judge. And this Pleasure will greatly increase, as it may subserve to his Improve-

INTRODUCTION.

Improvement in the Knowledge of the Law, and contribute in some future Period to fix the Laurel on his Head.

Assisted by this Art, the Members of our august Assembly may with Pleasure scan the Importance of every Debate, collect the Force of such Arguments as are adapted to strengthen the Motion, and prepare themselves with greater Perspicuity, Force, and Conciseness, to reason upon them, shew their Weight and Importance; or otherwise to make the most pertinent Objections, and shew the Arguments of their Opponents inconclusive. And in fine, by this Art, the History of former or later Proceedings in the grand Council of Parliament, may be transmitted to Posterity, for the Honour of the *British Patriot*, and for the future Improvement and Entertainment of succeeding Ages.

In the Sciences of Anatomy and Physic, how admirably is this Art suited both to the Professor and the Student; the former is assisted to make the most signal, interesting, and curious Observations with greater Ease and Dispatch, and to treasure up such a valuable Collection of Remarks on the Nature, Causes, and Effects of many Diseases incident to the human Frame, and of the Operation and Effects of Medicine in general, as may prepare him the better to assist others in the Theory and Practice of those Sciences; while the Student, in the proper Application of this Art, will facilitate his Improvement, and imbibe a proportionable Satisfaction.

There is one Advantage in general arising from the Practice of this Art, which I may presume to mention, as founded on Experience; viz. That of strengthening or improving the Memory. When a Person who is writing any Discourse, Oration, Pleading, &c. is obliged to retain the last Sentence, (which often happens) and must strictly attend to the following, in order that he may commit the whole to writing, it so inures the Mind to Retention; that I may venture to say, a Practical Artist herein would remember more of a Discourse without writing, than a Person by the Use of a common Hand would be able to take down in the Time.

S E C T.

S E C T. XII.

Observations on the Common-Place Book.

IT is no uncommon Observation, that Short-hand is very convenient in making Memorandums; and as I think it excellently suited to this Purpose, so I wish the Practice of it was more frequent, and the Pleasure and Advantage arising from it more generally experienced: To this Purpose, I have endeavoured to improve the Method of keeping such a Memorandum or Common-Place-Book, as is recommended by the learned Mr. *Locke*, by Columns adapted to various Purposes.

The first Column is intended as a Memorandum of our own personal Conduct, agreeable to that well-known Distich of *Pythagoras*;

*Where have I been? In what have I transgress'd?
What Good or Ill has this Day's Life express'd?*

For this Purpose, this Art, both for Expedition and Privacy, claims the Preference; and the Utility and Advantages of such a Method are self-evident.

The second Column is intended as an Entry of common Occurrences, of an interesting, entertaining, or commercial Nature. The Facility of doing it is much increased by this Method, a Card only being sufficient to contain the Occurrences and Transactions of a Day.

The first Part of the third Column is intended more immediately for the Use of such, whose Practice in this Art has probably extended to one or more Volumes; in which, occasionally, many curious Extracts have been inserted, Orations of Importance taken down, or other useful and curious Matters contained, that may afford Pleasure or Profit on the Revisal; for such a Book I would recommend to the Use of every Practitioner.

The

The other Part is intended for the Learner's Improvement, by entering such Words, as he might not so readily write with Ease and Conciseness. Some of which will occur in every Man's particular Practice.

I have only proposed a Plan: I do not presume to dictate to any one. Some may indeed esteem it useless and insignificant; but I hope others will approve of it, and adapt it to Practice.

That these are the Advantages of Short-hand, I believe will be admitted by competent Judges; and in them I apprehend the principal Uses of it consist: Altho' I am not insensible, that some Gentlemen of extensive Erudition have objected, that it is not so universally adapted to their Studies as they could wish, with respect to making Quotations from the learned Languages; without much Perplexity in the reading it afterwards. And as this is a Point wherein a Remedy is chiefly to be desired, I have for that Purpose, with respect to the Latin Tongue, paid a particular Regard to it in my Prepositions and Terminations; and have the Pleasure to find that the Letters of the Alphabet, and Rules in general, are easily adapted to it; since whenever a Vowel is Terminative, we have given Rules how to express it; and where a Diphthong occurs, the last Vowel is sufficient to be expressed: And where a Consonant is final, there can be very little Difficulty. Should any arise, I shall be very glad to assist the Curious in this Particular: And, should it appear to me at all expedient, will add a Plate with the Characters for the most common Prepositions and Terminations of that Language, consistent with those of our own; without any additional Expence to the Purchasers of this.

It may be also proper to obviate another Objection or two; *viz.* that this Art is greatly prejudicial to Orthography. This, I apprehend, is scarce ever the Case, where the Person has been previously acquainted with the proper Rules for true Spelling: For I believe these Rules will equally occur where true Spelling is properly regarded.

Others

INTRODUCTION.

27
Others again object, that it spoils the writing a good Round-hand. This is by no means a necessary Consequence; there being some Ingenuity and Command of the Pen requisite to form a good Character, as well as a good common Letter. And if learning the Art of Swift or Short-hand in any Degree lessens the Accuracy of writing the common Hand, this is abundantly compensated, by inuring the Artist to such Facility in the Use of the Pen, as is seldom if ever acquired without it.

I shall therefore conclude with recommending it to the Parents and Guardians of Youth of about twelve or fourteen Years of Age, as soon as they have learned to form their Strokes well in the common writing Hand, to let them have Lessons in this Art; whereby they may gradually acquire the Knowledge, and attain the ready Practice of it, as an Amusement rather than Task, and be so far from proving a Hindrance to their Improvement in other Branches of Learning, that it will tend to assist their Improvement in them; which is the sincere Desire of

Their humble Servant,

J. A.

The Letters of the
ALPHABET
and their Significations.
See Observations P. 3.

VOWELS
in the Middle & End of Words are
express'd by Dots in particular Places
See Observations P. 5.

a	1	ah, ai, awe...	For a and e, dot strait with the l o p f or i or y in the middle, and for o and u strait with the bottom.	aha	r.
b	2	be, buy, by...		be	r.
c	c	covet, see...		my	r.
d	x	ed, de, did...		so	r.
e	c	ever, he...		due	x.
f	1	if, ph...			
g	1	God...	Sometimes put the following Consonant in the place of the preceding Vowel, as	fate	r.
h	L	hath, have...		feet	r.
j	J	high, Jesus, jove		fit	r.
i	.	i, eye, the...		foot	r.
k	c	c or ck...		flute	r.
l	v	Lord...	When two or three Vowels come together, dot in the place of the Vowel sounded, as	area	r.
m	v	him, may...		sea	r.
n	-	in...		die	x.
o	o	oh, owe...		foe	r.
p	v	people...		true	r.
q	C	question...			
r	v	air, are, her...	When a Vowel precedes gh, w or y, dot for	law	r.
s	1	is, ous, self...	the vowel sounded,	key	c.
s	o	never stands for s alone.	or put the proper consonant in its place, as	nigh	r.
t	1	first, it, short...		low	r.
vu	-	you, un, ven...		fewer	r.
w	^	we...			
x	x	Christ...	When two Vowels come together, divide the Syllables, dot for the & put y following con-	liar	r.
y	v	why, ye, yea...	sonant in y, place of y.	lion	r.
z	1	his, hiss...	last.	pious	r.
8c	2	and so forth...		noah	r.
viz	v	ved, vid, void...		duel	r.

When G Stands La. lone it signifies, ¹⁰ God
When L v. do. do. do. do. Lord
When P. do. do. do. do. People
When 2 do. do. do. do. Quest
When X do. do. do. do. Christ

Double and
TRIPLE CONSONANTS
which sound the
words they stand for

Double and Triple Letters
which stand for the Words annexed tho'
deficient in that respect. See Intro^g page 7

br	rr	bar, bear, bier bare	ag	ʌ	against, age
cl	ɛ	call, coal, kill	ap	ɔ	apostle
cm	s	came, come	aq	ʌ	acquaint
cn	c	can, known caned	bh	h	behave, behove
cs	g	cause, kis	bl	ə	bless, believe
dr	v	dare, dear	bpt	ə	baptise, baptist
dtr	y	daughter	dl	ʌ	devil, duell dial
gn	l	gone, gun	dt	ɪ	death, date
lm	m	lamb, lame limb	dc	ɔ	doctrine, duke
hp	ɛ	help, leap liffe	fl	l	flesh, fail
ls	s	else, alas	gr	ɪ	great, grant
lt	θ	last, lost, lust	gph	h	gospell
lt	t	let, light	grl	ə	general
mpr	r	empire	gs	ɔ	grievous
nd	ŋ	end, need	knm	ɔ	kingdom
ndr	ŋ	endure	ln	ɔ	learn, lean
nx	+	next, annex	mm	ɔ	member, membrane
pl	~	pale, pool	ng	ɪ	neglect
rk	k	ark, rock	nn	ʌ	notwithstanding
rl	r	earl, rule, real	pc	ɔ	peculiar
rn	ɛ	risen, resign, reason	qd	ɔ	as if he had said
sm	s	psalm, same, some	rl	ɔ	religion
sn	z	sin, soon, sun, son	rp	ɔ	repent
tl	l	till, tell	sc	ɔ	scripture, seek
tr	t	tare, tear	sp	h	spirit
xd	x	exceed	ss	ɪ	society, seporate
xl	x	excel	tr	ɪ	trespass
xp	x	accept, except	tt	ɪ	titus, together, twain
xt	t	exit, excite	xtr	ɔ	extraordinary

Prepositions and Terminations;
OR
Beginnings & Endings of Words,
which are Contractions from
the Letters, with the Words they
stand for when alone.

Prepositions and Terminations;
the Characters for which are
Arbitrary,
and dependent on the memory,
with the Words they
stand for when alone.
See Introⁿ page 10

ance, ness	7	hence, news	able, ible	—	able, abel
cian, sion, shon, tion	6	on, onn	after	1	after
ante, anti	—	ant, anoint	bet, bit	1	but
ban, beni, boun	—	been, begin	ch.	—	chapter child
cad, ked	2	could, kid	chr	—	charge church
car, cor	✓	care, cure, cover	change	—	changeth
circum	6	circle	ference	—	preference
cruc	+	crucify, cross	finite, fold	+	infinite, fiction
cif, sus	ρ	she	fill	—	fill
— or thus	2	sing, song	full	1	full
ceive, sav	1	save	good	—	good
ceived	2	saved	graphy	✓	geography
def, div	✓	dive, dove	hold, held	h	hypocrite
est, edst	ρ	set, sight, sought	ing, ong	o	o or globe
eth, th	✓	that, or thou	order	o	occupier
ment	2	mate, meet, mite	par, per	—	particular
non	—	none, long	pect	—	place
prapre	~	pray, prey	scrib	s	ascribe, scribe
point	~	appoint	sanct	+	sanction section
satis	8	satisfy	sever	+	soever saviour
sh, trial	11	shall't	lick, luck	u	like ship
us, hus	7	use, house	trans	2	trance transgression
var, ver	1	verse	empt	—	temporary
version	2	variation	vol	v	voluptuous
ward	~	award, wood	up	—	upright
ab, hab, ob	+	abrupt	wh	o	which
			who	o	woe whoever

per pur pur

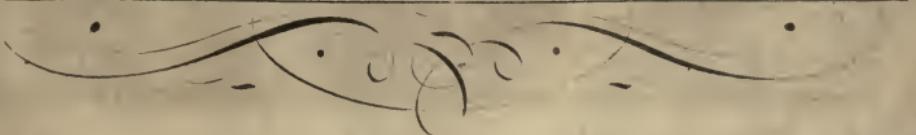
vet var ✓

Terminative and Contracting Rules

with some Specimens of their
Use and Application. See P. 7

1 For ity, place a dot over the word, thus	ability possibility	~ ~
2 For isy, or nisy, put a short upright stroke over the word, thus	purify signify	~ ~
3 For ification, or nification, add the Termination, ion, thus	purification signification	~ ~
4 For act, ect, ict, ect or uct, join a short stroke to the last letter, thus	perfect protect	~ ~
5 For action, ection, iction, oction, or uction, draw the stroke through, thus	attraction protection	N ~
6 For ade, eade, ide, oade, or uade, place l across the last letter, thus	pinnacle physical	~ ~
7 For on, or upon, put a Hyphen stroke just over the word, thus	on the River upon land	~ ~
8 For rer, ror, &c. cast a stroke each way, thus	nearer terror	→ ↓
9 For ave, eve, iwe, ove, &c. give a small turn to the preceding letter, thus	native connive	~ ~
10 For ful, join a stroke up to the last letter, thus	careful needful	~ ~
11 For ce, ch, or es final, sometimes carry s up from the last letter, thus	fierce distress	~ ~
12 For L, H, & R, being made Large, signify they are Double, thus	immense efficient	~ J.

5 A, or an, may be express'd by a dot over the next word to the left, thus	a man..... an angel....	2 1
6 From, may be express'd by a dot on y. left side at y. bottom of y. next word thus	from him... from them...	2 2
7 For through, draw a fine stroke through the following word, thus	thro the world thro faith....	2 2
8 For long, or forth, carry a stroke forward from y. preposition, or word, thus	prolong... henceforth...	2 2
9 Ground, or foundation, is express'd by a stroke drawn under joining, thus	foundation of y. world ground of hope	2 2
10 For away, or far off, make a dot to y. right cornerwise, at y. top of the former word, thus	gone away... taken away	2 2
11 For opposites, or vice versa, after y. first word or phrase make a semi circle, thus	light & darkness good & evil	2-2 2-2
12 For remote repetition, after the first phrase draw a stroke or dash, thus	with all the heart with all the soul with all the mind	2-2 2-2
13 For immediate repetitions, draw a line under the word or sentence, thus	moses moses saul saul...	2' 2
14 From place to place, draw a stroke between the two characters, thus	London to Bath verse 2 to the 9 th	2-2 2-9
15 When the last word ends in a vowel, begin the next word in its place, thus	any time... many things	2-5 2-2
16 When a word ends with a consonant that begins y. next word, once written ^{will suffice} thus	human nature natural life	2-2 2-2
17 For a full point, observe a double distance. For a new Subject begin another line.	Fear God. Hon. y. h. g. And when Jesus	2-2 2-2



An ALPHABET of WORDS
 including the Persons, Moods, & Tenses; also such Particles &c.
 which most commonly occur in discourse
 so contriv'd for the most part as to be join'd to each other with ease;
 whereby some hundreds of Sentences
 may be form'd in so many Characters at Pleasure.
See Intro. n.

again	Λ	has	↳	neither	~	thee	~
alike	~	have, hath	↳	never	~	their, there	~
also, & or	:	having	↳	nevertheless	~	them	~
although	~	hae.	↳	near, nor	~	then	~
always	~	her	~	no, non	~	thus, thuse	~
am	~	here	↳	not	~	these, those	~
among	~	hereafter	↳	off	~	thro	~
an, — or	~	his	~	often	~	till	~
and	—	hither	↳	on, one	~	toward	~
any	~	how	↳	once	~	truly	~
as	~	i	~	only	~	verily	~
art, right	~	in	~	otherwise	~	unless	~
at	~	indeed	~	or, our	~	into	~
be, by	~	is self	~	out, ought	~	upon	~
been	~	it, short	~	past	~	was	~
being	~	lastly	~	perhaps	~	we	~
but	~	lately	~	put	~	were, wert	~
carst	~	leſs, little	~	present	~	with	~
could, st	~	let	~	please	~	within	~
didſt, deed	~	long	—	provided	~	what, weight	φ
do	~	mayſt	~	ſaid, ſaith	~	when	δ
doing, thing	~	me	~	ſee	~	whence	δ
either	~	mightſt	~	ſayſt	~	where	δ
for, fear	~	mighty	~	ſeldom	~	wherefore	δ
from	~	mine	~	ſince, ſenſe	~	whether	δ
future	~	more	~	ſhalt	~	which	δ
gave, give	~	moſt, muſt	~	ſhe	~	wiſh, wiſt	~
go	~	muſh	~	ſhouldſt	~	whom	δ
going, giving	~	my	~	ſome, ſame	~	wilt	~
hadſt	~	namely	~	ſpeak, ſpeak	~	would	~
happily	~	nay	~	ſtat, thou	~	why, ye, yes	~
happily	~	new	~	thy, they, day	~	you	~
hardly	~					yet	~
readily	~						~

AN ALPHABETICAL PRAXIS
 exemplifying all the preceding Rules
 by the most common Words
 in various Arts and Sciences.
see Introduction

A	I	asorased	K	attended	M
abhor	I	agreeable	K	attract	N
abominable	I	alas, all, else	K	attribute	N
abound	I	alarm	K	avarice	N
absence	I	almost	K	aversion	N
absolute, obsolete	I	altogether	K	awake	N
accept	I	amazing	K	axis	X
accepted	I	ambition	K	B	L
accepteth	I	amend	K	balance	L
accepting	I	amiable	K	behaviour	L
acceptable	I	ample	K	beautiful	1
according	I	anger	K	became, become	3
acknowledge	I	anguish	K	because	3
accused	I	animal	K	beginning	L
acquisition	I	another	K	behalf	4
active	I	annual, annul	K	behold	4
actual, axle	X	antiquity	K	being	5
address	I	answer	K	beloved	4
adequate	I	anxiety	K	benefaction	4
admire	I	apprehend	K	beneficent	4
admit	I	ardent, radiant	K	beneficial	4
admonish	I	ascend	K	benefit	4
adorn	I	ashamed	I	benevolent	L
advance	I	aspect	K	baseeck	4
advice, advise	I	aspire	K	better, bitter	1
affection	F	assembly	K	between, betwixt	4
affliction	I	affiduous	K	beyond	L
afford, offered	I	assured	K	bounty	4

C	c	conjecture	χ	depart	χ
calculate, collate	χ	conjunction	χ	depend	χ
cannot, count	χ	conscience	χ	desire	χ
capable	χ	connection	χ	despair	χ
capacity	χ	consequence	χ	destroy	χ
careless	χ	consider	χ	different	χ
certain	χ	conspicuous	χ	difficulty	χ
changeable	χ	contempt	χ	dignity	χ
chargeable	χ	contribute	χ	diligent	χ
character	χ	contrite	χ	disaffection	χ
charity	χ	converse	χ	dissatisfaction	χ
charitable	χ	convenience	χ	dissipate	χ
cheerful	χ	convince	χ	disappoint	χ
chief	χ	correct	χ	disciple	χ
christian	χ	corrupt	χ	disobey	χ
church memb.	χ	covenant	χ	disorder	χ
circular	χ	create	χ	dispense	χ
circumcision	χ	creator creature	χ	despise, dispose	χ
circumference	χ	creation	χ	direct	χ
circumpection	χ	cultivate	χ	divine	χ
command	χ	custom	χ	domestic	χ
commemorati ^{on}	χ	curiosity	χ	dominion	χ
comment, mit	χ	— D —	χ	doubtful	χ
commendatio ⁿ	χ	daring, during	χ	dutiful	χ
commerce	χ	deceit	χ	durable	χ
commission	χ	deceive	χ	dust	χ
commiserate	χ	declare	χ	duty	χ
communicable	χ	decreet	χ	dwell	χ
compensate	χ	dedicate	χ	— E —	χ
comprehend	χ	degenerate	χ	early, really	χ
condition	χ	degree	χ	earth, wrath	χ
confession	χ	delay	χ	earnest, runnest	χ
confusion	χ	delight	χ	ecclesiastical	χ

echo	~	evident	~	false	J
eclipse	~	avalt, exult	~	family	J.
ecliptic	~	examine	~	fatal	JL
ecstasy	t.	example	~	father	J.
edge	~	exceeding	~	favour	JY
edify	~	excellency	~	felicity	J.
edifice	~	exchange	~	felix	J.
eduuate	~	execute	~	fellowship	J.
effectual	t.	exhort, excite	~	female	J.
elect	~	exhibit	~	fertile	J.
election	~	expatiiate	~	fervent	J.
elegant	~	expect, inspect	~	field, flood	J.
element	~	expedient	~	fidelity	J.
elevated	~	expence	~	flatter	J.
eligible	J	expriate	~	finally	J.
employment	~	explain	~	firmament	J.
emulation	~	expostulate	~	flexible	J.
endearing	~	extensive	~	flourishing	J.
encourage	t.	extend	~	flowers	J.
endeavour	~	extenuate	~	formation	J.
energy	~	exterior	~	fornication	J.
enemies	~	extinguish	~	fortify	J.
enlarge	~	extirpate	~	friendship	J.
enrich	~	extol	~	frugal	J.
epistle	~	exuberant	~	fulfil	J.
erring, earring	r	eyes, in the	..	furious	J.
espose	~	eyes of the Lord	~	G	J.
essential	~	eyes of y. Nation	~	garden	J.
esteem	~	<hr/> F		genealogy	J.
eternal	~	fable	~	generality	J.
evade	~	facility	~	generally	J.
evening	~	faculty	~	generation	J.

generous	L,	human	↳	inferior	↑
generosity	L,	humbly	↳	inflexible	↑
genius	L,	hamility	↳	influence	↑
grace	V	I	↓	inherit	↑
grace of God	V	jealousy	↓	injunction	↑
grace of our S.J.C	V	jehovah	↓	innocency	↑
gracious	V	jewel	↓	inordinate	↑
grandeur	↳	idea	↓	insensible	↑
grass	V	idolatry	↓	insight, insist	↑
gratify	↳	ignorant	↓	inspire	↑
gratitude	↳	imagine	↓	interest	↑
gravity	↳	imitation	↓	intellectual	↑
greater	↓	immature	↓	intricate	↑
guilt	↳	immediate	↓	interpret	↑
<hr/> H		immense	↓	invariable	↑
habit	↳	immortal	↳	invention	↑
habitation	↳	imperfect	↳	invisible	↑
habitual	↳	impetuosity	↳	joy	↑
hand	↳	important	↳	judicial	↑
harmony	V	impossible	↳	justify	↑
hatred	↳	impotent	↳	<hr/> K	
health	↳	impracticable	↳	kind	↑
heaven	↳	impair, impure	↳	kingdom	↑
heroic	V	inaccurate	↑	kingd ^m of God	↑
himself	?	incessant	↳	kingd ^m of Christ	↑
history	V	inconstant	↳	kinswoman	↑
holy wholly	V	independent	↳	know, knew	↑
honourable	σ	indignation	↳	knowledge	↑
hope	σ	indirect	↳	knowingly	↑
horizon	σ	indulgent	↳	<hr/> L	
horror	σ	infallible	↳	labour	↑
however	↳	infamy	↳	land, led, laid	↑

latitude	2	mercy	2	O	o
large	2	method	2	obedience	2
lawful	2	microscopic	2	object	2
lecture	2	military	2	oblation	2
legacy	2	minute	2	observe	2
lesson	2	miracle	2	obtain	2
liberty	2	mischief	2	ocean	2
liberality	2	miserable	2	ode, odd	2
life, left	2	moderate	2	odious	2
likewise	2	modern	2	office	2
limitation	2	modest	2	old, oil	2
lamentation	2	momentous	2	old things	2
logic	2	motive	2	old times	2
longitude	2	mountain	2	omission	2
love, live	2	mutable	2	omnipotent	2
lordship	2	N		omnipresent	2
lustre	2	natural, internal	2	opinion	2
lying, living	2	navy, envy	2	opposite	2
M		necessary	2	opportunity	2
majesty	2	necessity	2	operation	2
mankind	2	needful	2	optics	2
manifold	2	negative	2	oratory	2
mansion	2	negligent	2	orb	2
master	2	neutrality	2	ordain	2
mathematics	2	nobility, inability	2	original	2
maxim	2	north	2	ornament	2
meaning	2	nothing	2	orrry	2
measure	2	notorious	2	overlooked	2
meditate	2	nourishment	2	owner, honour	2
memorable	2	novelty	2	P	
mental, mutual	2	number	2	pacify	2
mercenary	2	nuptial	2	palliate	2

parable	—	produce	—	reconcile	re
pardon	—	profit, prophet	—	recover	re
paraphrase	—	profession	—	rectify	re
passion	—	profusion	—	recommend	re
pastoral	—	progress	—	reflect	re
partial	—	promiscuous	—	reform	re
patience	—	propitious	—	regard	re
paternal	—	proportion	—	regulation	re
perhaps	—	propriety	—	rejoice	re
period	—	prostrate	—	relation	re
permission	—	prospect	—	relax	re
pernicious	—	provide	—	remission	re
perplex	—	purchase	—	repugnant	re
persecute	—	purge	—	reputation	re
perseverance	—	purify	—	request	re
person	—	Q		require	re
persuade	—	qualification	—	resemble	re
philosophy	b.	quality	—	reserve	re
planet, plant	—	quantity	—	residue	re
pleading	—	quarrel	—	resignation	re
pleasure	—	quench	—	resolution	re
plenty	—	query	—	respect	re
possession	—	quiet, quite	—	reverence	re
powerful	—	quick	—	revenge	re
practice, praxis	—	R		riches	re
premise, promise	—	rational	—	righteous	re
prepare	—	reality, overrule	—	ruler	re
presence	—	reasonable	—	S	
proficiency	—	receive	—	sabbath	re
preside	—	receipt, resist	—	sacred	re
presume	—	recognize	—	salvation	re
pretension	—	recollect	—	sanctify	re
procure	—				

satisfaction	g	supreme	h	victim	+
search	h	suspect	h	views, voice	-1
season, session	h	system	g	virtuous	1
select	h		i	violence	7
		T			
sensitive	g	temperate	T	visible	-2
sensual	h	temple	T	vicious	7
seraph	h	temporal	T	unavoidable	7
several	h	terrestrial	h	uncertain	-2
sirs, source	h	themselves	g	unchangeable	1
situation, station	g	therefore	v	understand	2
social	h	therewith	w	understood	2
somewhat	g	thought	v	united	7
somewhere	g	thousand	g	universal	2
sorrow	h	thousand worlds	g	useful	2
special	h	tradition	h	utility	2
specimen	h	traffic	h		W
spectator	h	transaction	g	want, went	2
speculation	h	transcend	g	weak work	2
spiritual	h	translation	g	whatsoever	2
sovereign	h	transubstantiation	g	wheresoever	2
soul	h	treasurer	h	wicked	2
state	h	tribulation	h	wisdom	2
steadfast	h	tribunal	h	without	2
strong, string	h	tyrannize	h	worship	2
study	h				Y
subject	h	U			
sublime	h	vailable	h	yard	2
subsist	h	vanity	h	young	2
suggest	h	variable	h	youth	2
superior	h	various	h		Z
supply	h	vegetable	h	zeal	2
support	h	vehement	h	zodiac	2
		vicissitude	h	zone	2

LAW TERMS AND PHRASES.

accomplice	✓	goal	✓	nemine contrah	✓
actionable	+	grant	✓	nonjuror	✓
adjournment	✓	guarantee	✓	nonsuited	✓
administration	✓	habeas corpus	✓	invisted	✓
advowson	✓	hereditament	✓	outlawry	✓
appropriation	✓	heir apparent	✓	oyer & terminer	✓
arbitration	✓	high treason	✓	parochial	✓
bargain & sale	✓	impeach	✓	prohibition	✓
between y ^e said parties	✓	incumbent	✓	perjury	✓
bankrupt	✓	indenture	✓	provided abv ^{an}	✓
bona fide	✓	indictment	✓	proviso	✓
bribery	✓	information	✓	quartersessions	✓
burglary	✓	informer	✓	recognition	✓
capias	✓	inquiry	✓	revocation	✓
codicil	✓	inrollment	✓	special matter	✓
dividend	✓	insurance	✓	in evidence	✓
duplicate	✓	interrogatories	✓	supersede	✓
easement	✓	inventory	✓	testament	✓
enfranchise	✓	justice of peace	✓	transportation	✓
execution	✓	jurisdiction	✓	trover	✓
expenditons	✓	kings bench	✓	value of land	✓
factorage	✓	knight of the	✓	visitation	✓
fieri facias	✓	shire	✓	utensils	✓
forestaller	✓	larceny	✓	will & testament	✓
forfeiture	✓	lease & release	✓	writ	✓
forgery	✓	legitimate	✓	writ of enquiry	✓
fraudulent	✓	letters patent	✓	window tax	✓
freeholder	✓	magna charta	✓	warr of attorney	✓
furniture	✓	manor	✓	yeilding & pay	✓
		main-prize	✓	yeoven	✓

*An. Alphabetical list of words
IN
Anatomy, Physic, and Surgery.*

abscess	¶	glandulous	br	omentum	3
abdomen	¶	—glossus	b	orifice	5
amputation	¶	genioglossus	b	oshyoides	27
anatomize	¶	hectic	4	osteroigraphy	47
arteries	w	humours	v	pancreas	~
asthmatic	¶	—hyoideus	v	passages	5
attenuate	¶	hysteric	4	pharynx	+
bladder	w	inflammation	v	—phragm	15
breathing	w	intermittent	v	plurisy	~.
cancerous	¶	interology	v	processes	~.
cartilages	¶	intestines	v	pulse	~
circulation	¶	jugular	v	quinsay	5.
compression	¶	juices	v	quintessence	5.
concoction	¶	kidneys	v	respiration	15.
consumption	¶	lacteal	v	restrigent	17.
contraction	¶	ligaments	v	retention	10.
corrosive	¶	lungs	v	saliva	6.
defluxion	¶	lymphatics	v	sinews	2.
digestive	¶	matrie	v	spermatic	17.
disease	¶	medicinal	v	stagnation	10.
dissect	¶	mesentery	v	stomach	5.
dysentery	¶	midriff	v	structure	6.
embryo	¶	muscles	v	stylohyoides	27.
emetic	¶	nerves	v	tendons	~
eruption	¶	nervous	v	texture	+
extension	¶	nostrils	v	thorax	~
fibres	¶	nutritious	v	vescels	21.
fluid	¶	numpha	v	viscera	5.
foement	¶	obstruction	v	ureters	17.
fracture	¶	—ology	v		

Arbitrary Characters
of which kind are the
Common Letters
which are adapted to express
Particular Offices &c.

Other Arbitrary and
Symbolical Characters
Concise distinct and easy
to Learn See p. 8

angel	A	messenger	m	application	!	almighty	~
admiral	A	minister	b	backward	~	broken	!
alderman	A	nobleman	b	backslide	~	confederate	c
ambassador	a	navy	b	blasphemy	b	contradict	-
advocate	a	nephew	b	bondage	b	contradiction	x
bishop	B	orator	b	everlasting	b	divided	d
baron-etc	B	occupier	b	worldwith	o	died	»
bachelor	B	parliament	b	out end	o	embraced	d
council	C	plaintiff	b	exact-ors	*	hand in	—
constable	C	prosecutor	b	gather together	*	hand	—
complain	C	prisoner	b	glory	g	heart	o
defendant	D	priest, peer	b	if it be so	f	in the heart	o
deacon	d	queen, quin	2	illuminate	o	out of y. heart	o
executor	E	quota	g	manifest	m	heart set	o
pharisee	F	quartersly	g	mediator	g	upon y. will	o
gentleman	F	rector, rev'd	g	multiply	g	individual	h
galileans	G	sheriff	g	parcel	p	inseparable	h
guardian	G	sacrament	g	perpetual	m	middle, midst	o
governor	G	senator	g	propagatio	m	mistake	u
hospitalable	H	secretary	g	ridiculous	z	similitude	g
herald-ry	H	steward, but	g	sacrifice	s	sceptersword	f
husbandm	H	testator	T	tabernacle	o	parallel	
judge	J	toleration	T	triumph	t	perpendau	
justice	J	tith-ingman	T	tremble	~	even, equal	=
Jewry	J	viscount	g	trifling	~	uneven	=
israel-ites	i	victualler	g	east west	..	trinity	△
kin-folk	k	vicer	v	north south	..	triangle	△
kitchen	k	witnesses	W	globe or	..	semidrama	†
lieutenant	L	workman	W	nothing	o	into y. wor	u
london	L	executioner	W	in the world	o	things in	—
legislature	L	archequer	X	world	o	the world	o
leintimate	L	yeoman	Y	greater part	o	wildernes	o
language	L	yesterday	Y	of y. world	o	govern y. w	g
monarch	M	yearly	Y	around	o	into the wo	o
marshal	M	whelp, youth	z	about	o	out of y. w	o
majistrate	M	by y. self, office	z	all in all	o	crosses of y. w	o

Names of the Books of the Old and New Testament <i>See Introduction</i>				March	April	May	June	England	Scotland	Ireland	France	Spain	Portugal	Italy	Netherlands	Germany	Hungary	Bohemia	Sardinia	Naples	Prussia	Holland	Poland	Russia	Sweden	Denmark	Norway	Turkey										
genesis	4	nahum	→	March	April	May	June	England	Scotland	Ireland	France	Spain	Portugal	Italy	Netherlands	Germany	Hungary	Bohemia	Sardinia	Naples	Prussia	Holland	Poland	Russia	Sweden	Denmark	Norway	Turkey										
exodus	3	habakkuk	↖	April	May	June	July	England	Scotland	Ireland	France	Spain	Portugal	Italy	Netherlands	Germany	Hungary	Bohemia	Sardinia	Naples	Prussia	Holland	Poland	Russia	Sweden	Denmark	Norway	Turkey										
leviticus	4	zephaniah	↖	May	June	July	August	England	Scotland	Ireland	France	Spain	Portugal	Italy	Netherlands	Germany	Hungary	Bohemia	Sardinia	Naples	Prussia	Holland	Poland	Russia	Sweden	Denmark	Norway	Turkey										
numbers	7	haggai	↖	June	July	August	September	England	Scotland	Ireland	France	Spain	Portugal	Italy	Netherlands	Germany	Hungary	Bohemia	Sardinia	Naples	Prussia	Holland	Poland	Russia	Sweden	Denmark	Norway	Turkey										
deuteronom ^{my}	3	zechariah	↖	July	August	September	October	England	Scotland	Ireland	France	Spain	Portugal	Italy	Netherlands	Germany	Hungary	Bohemia	Sardinia	Naples	Prussia	Holland	Poland	Russia	Sweden	Denmark	Norway	Turkey										
joshua	3	malachi	↖	August	September	October	November	England	Scotland	Ireland	France	Spain	Portugal	Italy	Netherlands	Germany	Hungary	Bohemia	Sardinia	Naples	Prussia	Holland	Poland	Russia	Sweden	Denmark	Norway	Turkey										
judges	3	matthew	↖	September	October	November	December	England	Scotland	Ireland	France	Spain	Portugal	Italy	Netherlands	Germany	Hungary	Bohemia	Sardinia	Naples	Prussia	Holland	Poland	Russia	Sweden	Denmark	Norway	Turkey										
ruth	1	mark	↖	October	November	December	Days in a week				Days in a week				Days in a week				Days in a week				Days in a week				Days in a week											
samuel	3	luke	↖	November	December	lorts day		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
kings	3	john	↖	December	sabbath d.		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
chronicles	3	acts of y th apoo	↖	sunday		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		
extra	1	romans	↖	monday		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		
nehemiah	→	corinthia ^{my}	↖	tuesday		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		
esther	8	galatians	↖	wednesday		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		
job	1	ephesians	↖	thursday		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		
psalms	3	philipians	↖	friday		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		
proverbs	1	colossians	↖	saturday		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		
ecclesiastes	8	the th salonia ^{my}	↖	Proper names				Proper names				Proper names				Proper names				Proper names				Proper names				Proper names										
song of solomon	2	timothy	↖	Numbers				Numbers				Numbers				Numbers				Numbers				Numbers				Numbers										
isaiah	1	titus	↖	first place				first place				first place				first place				first place				first place				first place										
jeremiah	3	philemon	↖	second place				second place				second place				second place				second place				second place				second place										
lamentatio ^{my}	2	hebreus	↖	third place				third place				third place				third place				third place				third place				third place										
ezekiel	4	james	↖	fourth place				fourth place				fourth place				fourth place				fourth place				fourth place				fourth place										
daniel	1	peter	↖	fifth place				fifth place				fifth place				fifth place				fifth place				fifth place				fifth place										
hosea	7	john	↖	sixth place				sixth place				sixth place				sixth place				sixth place				sixth place				sixth place										
joel	1	jude	↖	seventh place				seventh place				seventh place				seventh place				seventh place				seventh place				seventh place										
amos	1	revelation	↖	eighth place				eighth place				eighth place				eighth place				eighth place				eighth place				eighth place										
obadiah	↖	ninth place				ninth place				ninth place				ninth place				ninth place				ninth place				ninth place												
jonah	1	january	↖	next place				next place				next place				next place				next place				next place				next place										
micah	2	february	↖	last place				last place				last place				last place				last place				last place				last place										

N.B. In Numbers use dots for Cyphers as 10 thus 1. 100 thus 1.. 1000 thus 1... &c

Some Special Rules for
 Abbreviating and Joining words together.
 See Introduction P. 14.

1. as soon as--	1'	the unity of God-----	7
for as much as--	2'	the power of God-----	7
which is--	3'	the wisdom of God-----	7
there is--	4'	the goodness of God-----	7
teach us--	5'	the church of God-----	7
let us--	6'	the word of God-----	7
2. to be--	7'	the work of God-----	7
to do--	8'	the fear of the Lord-----	7
to have--	9'	the glory of God-----	7
not to have--	10'	the glory of Christ-----	7
do not--	11'	the glory of heaven-----	7
unto him--	12'	glory of human nature-----	7
do good--	13'	Jesus Christ our Lord-----	7
3. it is said--	14'	Lord & Saviour Jesus Christ-----	7
as it is said--	15'	to believe in the Lord Jesus-----	7
ought to have--	16'	faith in our Lord Jesus Christ-----	7
some measure--	17'	gospel of our Lord Jesus Christ-----	7
same manner--	18'	beginning of the chapter-----	7
love virtue--	19'	beginning of the verse-----	7
4. have been--	20'	beginning of the year-----	7
have had--	21'	blessed are the pure in heart-----	7
keep covenant--	22'	blessed are the merciful-----	7
scripture doctrine--	23'	blessed are the meek-----	7
5. they were--	24'	blessed are the peace makers-----	7
there was--	25'	he said unto them-----	7
were we--	26'	they answered him-----	7
could they--	27'	the angel of the Lord-----	7
6. household--	28'	and the Lord answered & said-----	7
sun rising--	29'	I am the Lord your God-----	7
sunsetting--	30'	and the word of the Lord came-----	7
new years day--	31'	and it came to pass-----	7
lady day--	32'	ask & ye shall receive-----	7

Variety of Phrases

wrote in single Characters and Conjunctly.

See Introdⁿ P. 16.

he could not have -----	112	112
could he not have -----	112	112
could not he have -----	171	171
she could not have been -----	102	102
could she not have been -----	102	102
could not she have been -----	170	170
we might not have had -----	172	172
might not we have had -----	218	218
might we not have had -----	217	217
articles of agreement made -----	1112	1112
know all men by these presents -----	11217015	11217015
to all to whom these presents shall com this indenture tripartite -----	11217015	11217015
the curious contructure of the brain -----	11217015	11217015
the exquisite fineness of the nerves -----	11217015	11217015
and the circulation of the blood -----	11217015	11217015
display the wisdom of the creator -----	11217015	11217015
o Lord how manifold are thy works -----	11217015	11217015
in wisdom hast thou made them all -----	11217015	11217015
the earth is full of thy riches -----	11217015	11217015
so is the great & wide sea -----	11217015	11217015
the other day I attended a lecture -----	11217015	11217015
yesterday I tarried too late in compa ^{ny} -----	11217015	11217015
this morning I escaped an accident -----	11217015	11217015
to morrow I am to meet Mr. Smith -----	11217015	11217015
sir your favours I received -----	11217015	11217015
to your order I have sent -----	11217015	11217015
I intreat y ^r continuance of y ^r favours -----	11217015	11217015
to sir your humble servant -----	11217015	11217015

July 1

Vegetation and
soil - 111 - 7122
Montane - 1400
meters - 4410 feet

Character of vegetation

3. Section

Character of vegetation

4. Section

5. Section

99

